



Commissioner's Notes

Participation ♦ Sportsmanship ♦ Integrity

July 2009

PLEASE COPY AND DISTRIBUTE TO ALL ATHLETIC DEPARTMENT PERSONNEL

FROM THE COMMISSIONER'S DESK



Hello everyone! It's mid July which means that the fall sports programs are beginning to gear up.

The Sports Safety Work Group continues to meet on a regular basis to review all areas of "sports safety" outlined in HB 383. One of the major goals of this important committee has already been accomplished

in completing the Sports Safety Course and getting it on the KHSAA website, and accessible online. The response to the new Sports Safety Course has been excellent. Coaches, school administrators, and parents along with the general public continue to access the course at an accelerated rate. The course is free of charge and available to anyone interested in taking the course.

I am pleased to welcome George Fletcher to the staff. George came on board July 1, 2009, and is the new In-house General Counsel for the Association.

Special thanks are in order for the outgoing Board of Control Members who completed their tenure on the Board as of June 30, 2009. They are a very dedicated group of people and have served the KHSAA in fine fashion. They include Board President, Lonnie Burgett, Jeff Perkins, Steve Parker and Roger Cook who left due to a new job assignment as Superintendent of the Taylor County Schools.

Congratulations go to the newly elected Board of Control members Carrell Boyd, Superintendent of the Caldwell County Schools, John Barnes, Associate Principal at Bryan Station High School, Steve Riley, Assistant Principal at Barren County High School, and Gene Norris of Georgetown, who is the Kentucky Board of Education appointed member. They began their tenure as of July 1, and will be a part of the upcoming July 23-24, Board Meeting in Gilbertsville.

The 2009 Interim Joint Committee on Education gave final approval to changes in KHSAA regulations at its July 13, 2009 meeting. These changes include a more streamlined Due Process Procedure which will go into effect for this coming school year.

Please continue to access the KHSAA website and calendar for important information regarding upcoming events such as required rules clinics for coaches and officials, principals meetings, and eligibility appeal hearings.

As the school year begins please feel free to contact any KHSAA staff member for any assistance on any KHSAA program or activity.

SPORTS SAFETY COURSE INFORMATION ENCLOSED

HB383 as enacted by the Kentucky General Assembly and signed by the Governor on March 24, requires that all coaches at KHSAA member schools be current in the completion of a Sports Safety Course. There were several requirements within the bill as it related to who could teach the course, a requirement for a testing/quiz component, and required topic segments.

Through the help of the fine members of the Kentucky Medical Association (KMA) and the Kentucky Athletic Trainers Society (KATS), the course has been developed and is online for users to take. An instruction sheet is attached which can be copied and distributed to coaching staff members.

For 2009-2010, at least one person who has completed the course (or a medical professional qualified by the bill to teach the course) must be at every practice or contest in all KHSAA sports (and cheer). For example, if only one person has completed the course, and that person happens to miss practice or cannot be at a non-varsity or varsity game, then the practice and/or contest cannot be held. For 2010-2011, all coaches (head and assistant) at all levels at KHSAA member schools in KHSAA sanctioned sports (including cheerleading) must have completed the course.

Best of luck and contact the KHSAA staff should you have questions.

MEMBER SCHOOLS REMINDED ABOUT HEAT INDEX REQUIREMENT

The submission of the Heat Index Forms by each school participating in a fall sport is REQUIRED. The form, GE20, is to be maintained by each fall sports team on every day that a practice of any type is held. The form is available on the KHSAA web site, <http://www.khsaa.org/forms/ge20.pdf> or <http://www.khsaa.org/forms/ge20.doc>. The form and the chart are again enclosed in this mailing. Schools issuing equipment for use during the summer are reminded that the Heat Index provisions and restrictions are in place anytime school equipment is issued.

Complete information about the heat index plan and the manner in which data is to be collected can be found on the KHSAA web site, <http://www.khsaa.org> and then pull down the KMA/KHSAA Heat Information near the bottom of the page. The most important single document is the temperature chart, which allows for you to enter the temperature at the site of practice/play and the humidity, and it gives you the heat index. It is from that index that the determination must be made as to the removal of any equipment or the cessation of practice or play.

ATHLETIC ADMINISTRATORS WORKSHOP SCHEDULED

This year's Athletic Administrators Workshop is scheduled for Tuesday, August 4, 2009 in Lexington at the KHSAA office. Registration information will be emailed to Principals, Athletic Directors and Superintendents in July with registration details. This meeting will also satisfy the requirements for annual meeting attendance by Principals of KHSAA member schools.

TRANSFER FORM INFORMATION

July through October is one of the busiest times of the year for processing domestic and non-domestic student eligibility forms GE06 & GE07 (Transfer Forms) coming into the KHSAA office.

We appreciate your assistance in helping with the transfer process so we can provide you with rulings in a timely manner:

Transfer forms for the 2009-2010 school year can be downloaded from our website (www.khsaa.org, forms, general forms, GE6 [domestic] & GE7 [foreign exchange]). (Outdated transfer forms will be returned)

Review the transfer form and make sure the form is completely filled out by the sending and receiving school (Incomplete forms will be returned to the receiving school)

Include an accurate enrollment date (Postdated enrollment dates cannot be processed and will be returned to the receiving school)

Allow one week from the date you mail the form to the KHSAA before calling the office to check on the status (School personnel will receive priority)

Inform parents that all communications regarding the transfer status should be between them and the school (Not the KHSAA)

FAXed transfers are not accepted

Hand-delivered transfers are not accepted

Transfer forms must be signed **ONLY** by the principal or the designated representative (If signed by someone else, they will be returned)

All forms must have original signatures (no typed or scanned signatures)

If the previous residence is for sale, please provide backup documentation

If there has been a change of custody, please include a copy of the court ordered documents with the transfer

Do not use a Post Office Box for either the sending or receiving school address

If questions #1 & #2 on page 2 are checked "NO" (student has never played in a varsity contest in any sport), the transfer form does not need to be sent to the KHSAA for processing. It should, however, be kept on file at the school

Foreign exchange transfers will be returned if they do not include the following paperwork, in addition to the GE7 transfer form:

Copy of the student VISA (must be the VISA, not a copy of the passport)

Copy of the J-1 Certificate of Eligibility For Exchange Visitor Status Form (DS-2019) Prepared by the Agency per the Guidelines of the US Department of State (must be the DS-2019 and not the stamp on the VISA)

Copy of the Financial Information Verification translated into English, verifying lines 26 and 29. (This should be on the agency letterhead and include any verification that all fees (and those amounts must be listed) were paid by the natural parents for participation in the exchange program.)

Your cooperation is greatly appreciated. If you have any questions about the transfer or appeal process, please contact Darlene Koszenski (Administrative Assistant to Commissioner Brigid L. DeVries) at 859-299-5472.

REQUIRED PRINCIPAL'S MEETINGS SCHEDULED

The required Principal's workshops have been scheduled for the 2009-2010 school year. Attendance at one of these workshops is mandatory for the Principal of each KHSAA member school, or a designated individual holding Principal's certification. There will be five regularly scheduled, regionally distributed meetings, in addition to the Athletic Administrators Workshop in August. In addition, through the outstanding cooperation of the conference organizers, we will also hold one of these meetings in conjunction with the KASSP Fall Conference.

The schedule for 2009-2010 will be:

- 8/4 Lexington, KHSAA, 10:00 a.m. (expanded version in conjunction with Athletic Administrators Workshop)
- 8/13 Allen County-Scottsville HS, 1:30 p.m.
- 8/18 Mount Vernon, Rockcastle County HS, 1:30 p.m.
- 8/20 Pikeville HS, 1:30 p.m..
- 9/10 Louisville, Southern HS, 1:30 p.m.
- 10/15 Lodge, Lake Barkley State Park, 1:30 p.m.
- 11/5 Lexington, (in conjunction with KASSP Fall Conference, Marriott Griffin Gate, 8:45 a.m.)

Registration information will be emailed to Principals, Athletic Directors and Superintendents in August with registration details.

HYPE

Mark your calendars now to plan and attend the 2009 HYPE Student Leadership Conference. The Conference will be Wednesday, August 26 at The Lexington Center. Additional Conference information will be posted on the Association website in July.

ATHLETIC DIRECTORS CORNER

If you are a new Athletic Director, contact Mitchell Irvin (mitchell.irvin@oldham.kyschools.us) to join the Kentucky High School Athletic Directors' Association.

Four members of the KHSADA (Phil Rison, Mitch Irvin, Hugh McReynolds and Jeff Edwards) just recently returned from the Section II (of the NIAAA) meeting in Washington, DC.

The planning meeting for the 2010 KSHADA State Conference will be held Monday, September 28. If you have suggestions for the conference, contact Jim Watkins (adwatt1@insightbb.net) or Faye Thornton (faye.thornton@pendleton.kyschools.us).

Congratulations to Kentucky's newest Certified Athletic Directors: Nancy Oldham, Victor Black, Mark Sander and Dave Zuberer. Visit www.niaaa.org and click on the link for certification to find out more about the program for yourself or contact Faye Thornton.

CLARIFICATION ON PERMISSABLE GEAR REMINDER ABOUT OFF SEASON FOOTBALL PRACTICE AND LEGAL EQUIPMENT

Case BL-25-17- What equipment can be worn, what activities can occur, and what restrictions are in place for football practice during the summer period and once official practice begins for the team.

Definitions

1) "Helmet-Only" activity is a practice period where only a helmet is worn. During this helmet-only period, no full contact drills or other activity can occur which would result in a player completing a tackle, or being blocked or tackled to the ground.

2) "Contact Practice" is practice during the legal period (after the first date of contact as determined in Bylaw 25) when the remainder of the football gear specified in the rule book is worn and activity during the session is not restricted with regard to contact.

The day following the last date of school or June 1, whichever is earlier, through June 24 is a Helmet-Only period.

1) During this period, a football player may wear a helmet during any football specific drill or session that is supervised or attended by any member of the high school coaching staff, but may wear no other gear as defined by NFHS Football Rule 1, Section 5.

2) Member school coaches and other representatives should note that there are no insurance provisions in place at this time.

From June 25 to July 9, no football gear as defined by NFHS Football Rule 1, Section 5 may be issued by a school directly to a player from that school, and the full provisions of the dead period (Bylaw 26) must be observed.

July 10 to the first day of contact is a Helmet-Only period.

1) During this period, a football player may wear a helmet during any football specific drill or session that is supervised

or attended by any member of the high school coaching staff, but may wear no other gear as defined by NFHS Football Rule 1, Section 5.

From the first permissible date of contact practice (the earlier of August 1 or seven week days before the start of school) through the conclusion of the season is a Contact Practice Period.

1) Beginning on the first permissible date, all other pads can be worn as defined in Rule 1-5 and full contact practice may begin for all individuals who have previously had five days of supervised non-contact practice in order to become acclimated to heat.

2) Players must have five days out of pads to become acclimated to heat.

3) Beginning with the first permissible date of contact practice, teams cannot conduct multiple contact practice sessions on consecutive days. If multiple contact practices (up to a maximum of two) are held on a day, then only one contact practice session can be held on the following day.

4) Once full contact practice has begun, there is not a restriction on the number of non-contact practices conducted on any day.

Reminders

1) With the exception of the Dead Period, nothing about these interpretations prevents a school from allowing equipment to be issued to students to attend individual camps at other sites without members of the coaching staff.

2) Nothing about any of the interpretations prevents individual camp attendance by players using school owned equipment outside of the dead period or team camp attendance within the contact window and subject to the scrimmage limitations.

3) Legal, on campus, non-contact, non-interscholastic activity within defined parameters is covered by the KHSAA catastrophic insurance beginning July 15.

4) Any other activity in the summer prior to the first day of contact practice as well as any activity conducted contrary to the equipment and scrimmage is not covered by the KHSAA Catastrophic Insurance Plan.

5) Any activity contradictory to the rules and regulations of the Association (including the interpretations as published), potentially renders all insurance provisions null and void.

NATIONAL ASSOCIATION OF SPORTS PUBLIC ADDRESS ANNOUNCERS' CLINIC

In cooperation with the KHSAA, the National Association of Sports Public Address Announcers (NASPAA), the professional association for sports public address announcers, will be conducting a clinic on August 15, 2009 at the KHSAA office in Lexington. The clinic is for announcers who announce junior high/middle school, high school, college and youth sports. Anyone who would like to learn how to announce, including high school and college students as well as individuals interested in being a substitute announcer is encouraged to attend.

The four-hour clinic (8:00 a.m. 12:00 noon) will cover virtually every aspect of announcing, including sportsmanship and promoting a positive environment, and dealing with emergency situations, all of which have liability implications. Various group activities will also be conducted, providing attendees with practical hands-on experience. University of Kentucky announcer Carl Nathe will serve as the lead clinician.

For more details, including costs and what is included in the registration, go to the "Hot News" link on the KHSAA website at www.khsaa.org or the NASPAA web site at www.naspaa.net.



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SPORTS SAFETY COURSE INSTRUCTIONS

Thanks in no small part to the help of the member Doctors of the Kentucky Medical Association and their sports medicine partners, the Certified Athletic Trainers from the Kentucky Athletic Trainers Society, we are pleased to be able to roll out the new Sports First Aid Course for Kentucky High School Athletic Association member schools. The courses are completely online and may be viewed by the public or may be viewed for credit by member school coaches. Complete instructions are listed below.

Keep in mind that this new requirement, stemming from the passage of HB383 by the 2009 Kentucky General Assembly, is for ALL coaches (head or assistant) at KHSAA member schools by the conclusion of the 2009-2010 school year. For the start of the 2009-2010 school year, the legislation requires at least one person who has completed the course, or one person who is legally able to teach the course (a Doctor, Certified Trainer, D.O., Registered Nurse or Physical Therapist admitted to practice in Kentucky), to be present for the entirety of any practice or competition involving Kentucky high schools. Therefore, we anticipate most schools sending all coaches through the course immediately to avoid having to shut down activities in mid-stream if the sole qualified individual is unable to attend a practice or contest. The 2009-2010 provision is solely to allow a phase in period for all coaches to have completed the course.

This requirement is totally separate from the required Medical Symposium for head coaches, and should not be confused in terms of regulatory requirements. Please contact our office if you have any questions throughout the process.

GENERAL INSTRUCTIONS FOR ALL INDIVIDUALS DESIRING TO VIEW THE COURSES

Open your web browser, and go to http://www.khsaa.org/safety_course

Save the URL http://www.khsaa.org/safety_course to your Internet favorites or Bookmarks

Note that there is an underscore character " _ " , between safety and course in the URL

You will be referring back to this URL throughout

DECIDE WHETHER OR NOT YOU WANT CREDIT

Each time you access the page, the system will ask if you are simply viewing or taking for credit

This course is available to the public who may view any module in its entirety

Coaches desiring credit however, must select that they are taking the course for credit

Select the appropriate circle by clicking your mouse

IF YOU ARE NOT TAKING THE COURSE FOR CREDIT

Once you select that you do not desire to receive credit, you will have access to all seven modules of the course

If you are not seeking credit, you may view the modules in any order

IF YOU ARE TAKING THE COURSE FOR CREDIT

If you desire credit, you will then be asked to enter your email address. Without an email address, you will not have course access.

Once you enter this email address, the system will search to see if you have previously registered.

If you have not previously registered, you will be asked to re-enter the email address, and click NEXT

This entry and response will result an email being sent to the address that is entered.

Check your email for an email from KHSAA, coming from the address webserver@khsaa.org. You cannot reply to this email address, but may need this information for spam filters, etc.

In that email will be a password. This password is key to the system.

Save this email for future use while you take the course.

If you lose this password, you may click that you lost your password, and it will be re-sent to you

Once logged in for the first time, you will need to fill in basic information, such as first and last name, then click next

You are then required to associate yourself with at least one school. Select "Add School" to start this process. The schools are listed in a pull-down menu.

You may choose "non-non-khsaa school" if you are at a school that requires you to take the course, but that school is not a KHSAA member.

Once you select a school, you can then associate with various sports.

Once affiliated with one or more sports, designate if you are the head or assistant coach in that sport.

Please be complete in this listing.

This will allow administrators to verify your attendance at a later date.

This information may be edited later by clicking "Edit" under "Your school and position"

TAKING THE COURSE

Once all the information is entered, you will see the list of the seven course modules

You must take the modules in order.

When you are eligible to take a module, it will appear as an underlined hyperlink on the login page. Simply click on the link to enter that course.

Each time you complete a module, you will see this same menu.

You may go back and review courses you have already completed, but must take the others in order

Once you have completed all courses, you have met the requirement.

You will be able, upon completion, to complete and print a certificate to verify your attendance

NAVIGATING THE MODULES

YOU MUST HAVE SOUND ENABLED ON YOUR COMPUTER THROUGH SPEAKERS OR HEADPHONES TO FULLY VIEW THE COURSE MODULES

Once you click the hyperlinks, all of the courses have the same basic layout

The courses are a combination of screen overlays and voice-over audio, and is taught by Medical Doctors or Certified Trainers admitted to practice in Kentucky, as per statute

If you have started a course and have to leave, you should be able to resume from that point by following prompts from the program. If this doesn't function, simply click on Slide 1 in the menu on the left.

Each screen has a menu listing of the upcoming slides on the left, a pause button at the bottom, and navigation keys to allow you to go back and review a slide.

During navigation, you may always go back and review a slide.

You will not be able to advance forward during a slide or during the slide show

Throughout the course modules, there are questions at different intervals.

Without correctly answering the questions, you will not be able to advance further

The key in the bottom right of each screen will change the view, but does not change the control flow of the presentation.

There is a small speaker icon in the bottom left of each screen. If you are having sound issues, clicking on that icon will control volume within the presentation and is separate from the speaker volume control on your system

Upon completion of a module, you will be told you have completed, and prompted with a link to return to the course listing.

You can continue or come back and resume.

If you have questions about the course material, you can click on the email link at the top and send an email to kmainstructors@khsaa.org or use that address to send a direct email.

If you are having trouble navigating the courses, contact the KHSAA offices in Lexington

HELP

There is an instructional link on the main page, as well as a link for common problems. As problems arise and are reported, staff will attempt to update the link on the web site that directs you to common problems, troubleshooting and solutions.



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION HEAT INDEX MEASUREMENT AND RECORD

KHSAA Form GE20
Rev. 04/09

School: _____
Sport: _____

DATE	TIME	TEMP	HUMIDITY	HEAT INDEX (from chart)	ACTIVITY REVISION??	SIGNATURE

Using the following scale, activity should be altered and / or eliminated based on this Heat Index as determined –

Under 95 degrees Heat Index	<ul style="list-style-type: none"> ▪ All sports ▪ Provide ample amounts of water. This means that water should always be available and athletes should be able to take in as much water as they desire. ▪ Optional water breaks every 30 minutes for 10 minutes in duration ▪ Ice-down towels for cooling ▪ Watch/monitor athletes carefully for necessary action.
95 degrees to 99 degrees Heat Index	<ul style="list-style-type: none"> ▪ All sports ▪ Provide ample amounts of water. This means that water should always be available and athletes should be able to take in as much water as they desire. ▪ Mandatory water breaks every 30 minutes for 10 minutes in duration ▪ Ice-down towels for cooling ▪ Watch/monitor athletes carefully for necessary action. ▪ Contact sports and activities with additional equipment ▪ Helmets and other possible equipment removed if not involved in contact. ▪ Reduce time of outside activity. Consider postponing practice to later in the day. ▪ Re-check temperature and humidity every 30 minutes to monitor for increased Heat Index.
100 degrees to 104 degrees Heat Index	<ul style="list-style-type: none"> ▪ All sports ▪ Provide ample amounts of water. This means that water should always be available and athletes should be able to take in as much water as they desire. ▪ Mandatory water breaks every 30 minutes for 10 minutes in duration ▪ Ice-down towels for cooling ▪ Watch/monitor athletes carefully for necessary action. ▪ Alter uniform by removing items if possible ▪ Allow for changes to dry t-shirts and shorts. ▪ Reduce time of outside activity as well as indoor activity if air conditioning is unavailable. ▪ Postpone practice to later in day. ▪ Contact sports and activities with additional equipment ▪ Helmets and other possible equipment removed if not involved in contact or necessary for safety. If necessary for safety, suspend activity. ▪ Re-check temperature and humidity every 30 minutes to monitor for increased Heat Index.
Above 104 degrees Heat Index	<ul style="list-style-type: none"> ▪ All Sports Stop all outside activity in practice and/or play, and stop all inside activity if air conditioning is unavailable.

Heat Index Calculation and Chart Temperature (in Fahrenheit)

Relative Humidity at Site

	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99
100	84	87	91	95	99	103	107	112	116	121	126	132	137	143	149	155	161	168	174	181	188
99	84	87	91	94	98	102	106	111	116	120	125	131	136	142	147	153	160	166	172	179	186
98	84	87	90	94	98	102	106	110	115	120	124	130	135	140	146	152	158	164	171	177	184
97	84	87	90	94	97	101	105	110	114	119	124	129	134	139	145	151	157	163	169	176	182
96	83	87	90	93	97	101	105	109	113	118	123	128	133	138	144	149	155	161	167	174	180
95	83	86	90	93	97	100	104	108	113	117	122	127	132	137	142	148	154	160	166	172	179
94	83	86	89	93	96	100	104	108	112	116	121	126	131	136	141	147	152	158	164	170	177
93	83	86	89	92	96	99	103	107	111	116	120	125	130	135	140	145	151	157	162	169	175
92	83	86	89	92	95	99	103	106	111	115	119	124	129	133	139	144	149	155	161	167	173
91	83	86	89	92	95	98	102	106	110	114	118	123	127	132	137	143	148	154	159	165	171
90	83	86	88	91	95	98	102	105	109	113	117	122	126	131	136	141	147	152	158	164	170
89	83	85	88	91	94	98	101	105	109	113	117	121	125	130	135	140	145	151	156	162	168
88	83	85	88	91	94	97	101	104	108	112	116	120	125	129	134	139	144	149	155	160	166
87	83	85	88	91	94	97	100	104	107	111	115	119	124	128	133	138	143	148	153	159	164
86	83	85	88	90	93	96	100	103	107	110	114	118	123	127	132	136	141	146	152	157	163
85	83	85	87	90	93	96	99	102	106	110	113	117	122	126	130	135	140	145	150	155	161
84	82	85	87	90	93	96	99	102	105	109	113	117	121	125	129	134	139	144	149	154	159
83	82	85	87	90	92	95	98	101	105	108	112	116	120	124	128	133	137	142	147	152	158
82	82	85	87	89	92	95	98	101	104	108	111	115	119	123	127	132	136	141	146	151	156
81	82	84	87	89	92	94	97	100	104	107	110	114	118	122	126	131	135	140	144	149	155
80	82	84	86	89	91	94	97	100	103	106	110	113	117	121	125	129	134	138	143	148	153
79	82	84	86	89	91	94	96	99	102	106	109	113	116	120	124	128	133	137	142	146	151
78	82	84	86	88	91	93	96	99	102	105	108	112	115	119	123	127	131	136	140	145	150
77	82	84	86	88	90	93	96	98	101	104	108	111	115	118	122	126	130	135	139	144	148
76	82	84	86	88	90	93	95	98	101	104	107	110	114	117	121	125	129	133	138	142	147
75	82	84	85	88	90	92	95	97	100	103	106	109	113	116	120	124	128	132	136	141	145
74	82	83	85	87	89	92	94	97	100	103	106	109	112	116	119	123	127	131	135	140	144
73	82	83	85	87	89	91	94	96	99	102	105	108	111	115	118	122	126	130	134	138	143
72	82	83	85	87	89	91	93	96	99	101	104	107	111	114	117	121	125	129	133	137	141
71	81	83	85	87	89	91	93	96	98	101	104	107	110	113	116	120	124	127	131	136	140
70	81	83	85	86	88	90	93	95	98	100	103	106	109	112	116	119	123	126	130	134	138
69								95	97	100	102	105	108	111	115	118	122	125	129	133	137
68								94	97	99	102	105	108	111	114	117	121	124	128	132	136
67								94	96	99	101	104	107	110	113	116	120	123	127	131	135
66								93	96	98	101	103	106	109	112	115	119	122	126	129	133
65								93	95	98	100	103	105	108	111	114	118	121	125	128	132
64								93	95	97	99	102	105	108	110	114	117	120	123	127	131
63								92	94	97	99	101	104	107	110	113	116	119	122	126	130
62								92	94	96	98	101	103	106	109	112	115	118	121	125	128
61								91	93	96	98	100	103	105	108	111	114	117	120	124	127
60								91	93	95	97	100	102	105	107	110	113	116	119	123	126
59								91	93	95	97	99	102	104	107	109	112	115	118	122	125
58								90	92	94	96	99	101	103	106	109	111	114	117	120	124
57								90	92	94	96	98	100	103	105	108	111	113	116	119	123
56								90	92	93	95	98	100	102	105	107	110	113	115	118	122
55								89	91	93	95	97	99	101	104	106	109	112	114	117	120
54								89	91	93	94	96	99	101	103	106	108	111	114	116	119
53								89	90	92	94	96	98	100	103	105	107	110	113	116	118
52								88	90	92	94	96	98	100	102	104	107	109	112	115	117
51								88	90	91	93	95	97	99	101	104	106	108	111	114	116
50								88	89	91	93	95	97	99	101	103	105	108	110	113	115
49								88	89	91	92	94	96	98	100	102	105	107	109	112	115
48								87	89	90	92	94	96	97	100	102	104	106	109	111	114
47								87	88	90	92	93	95	97	99	101	103	105	108	110	113
46								87	88	90	91	93	95	96	98	100	103	105	107	109	112
45								87	88	89	91	92	94	96	98	100	102	104	106	109	111
44								86	88	89	91	92	94	96	97	99	101	103	106	108	110
43								86	87	89	90	92	93	95	97	99	101	103	105	107	109
42								86	87	88	90	91	93	95	96	98	100	102	104	106	109
41								86	87	88	90	91	93	94	96	98	100	101	104	106	108
40								85	87	88	89	91	92	94	95	97	99	101	103	105	107
39								85	86	88	89	90	92	93	95	97	98	100	102	104	106
38								85	86	87	89	90	91	93	95	96	98	100	102	104	106
37								85	86	87	88	90	91	93	94	96	97	99	101	103	105
36								85	86	87	88	89	91	92	94	95	97	99	100	102	104
35								85	86	87	88	89	90	92	93	95	96	98	100	102	104
34								84	85	86	88	89	90	92	93	94	96	98	99	101	103
33								84	85	86	87	89	90	91	93	94	96	97	99	101	102
32								84	85	86	87	88	90	91	92	94	95	97	98	100	102
31								84	85	86	87	88	89	91	92	93	95	96	98	99	101
30								84	85	86	87	88	89	90	92	93	94	96	97	99	101
29								84	85	86	87	88	89	90	91	93	94	95	97	98	100
28								84	84	85	86	88	89	90	91	92	94	95	97	98	100
27								83	84	85	86	87	88	90	91	92	93	95	96	98	99
26								83	84	85	86	87	88	89	91	92	93	94	96	97	99
25								83	84	85	86	87	88	89	90	91	93	94	95	97	98
24								83	84	85	86	87	88	89	90	91	92	94	95	96	98
23								83	84	85</											



2009-10 KHSAA RULES CLINICS

(As of April 30, 2009)

It is an Association requirement that each licensed official and head coach attend a rules interpretation clinic conducted by the KHSAA (ByLaw 26, Sec. 2). Officials who have not met the requirement will not be permitted to officiate any postseason contest. Coaches who have not met the requirement will not be permitted to coach any postseason contest. For 2009-10, approved KHSAA rules clinic sites and dates. ALL TIMES ARE LOCAL TO THE CLINIC SITE.

BASEBALL

1/16, KBCA, Fern Valley Conference Center, Registered Coaches for KBCA meeting only
1/29 to 2/28, for 2009-2010, the Baseball Clinic will be online only and may be viewed by coaches and officials at no charge during this period
3/1 to 3/31, for 2009-2010, the Baseball Clinic will be online only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
4/1 to 4/30, for 2009-2010, the Baseball Clinic will be online only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

BASKETBALL

(All Times are 7 p.m. local, unless noted otherwise)

09/25/09, KABC, Hyatt Lexington, Registered Coaches for KABC meeting only
10/05/09, Mayfield, Mayfield HS
10/06/09, Morgantown, Butler County HS
10/07/09, Louisville, Christian Academy-Louisville
10/08/09, London, North Laurel HS
10/11/09, Paintsville, Johnson Central HS
10/12/09, Independence, Simon Kenton HS
10/13/09, Hodgenville, Larue County HS
10/14/09, Lexington, Bryan Station HS
10/15 to 12/31, for 2009-2010, the Football Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
1/1 to 1/31, for 2009-2010, the Football Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

CROSS COUNTRY

(All Times are 7 p.m. local, unless noted otherwise)

7/19, Paintsville, Johnson Central High School 3p.m.
7/21, Louisville, Christian Academy-Louisville
7/27, Somerset, Pulaski County High School
7/29, Princeton, Caldwell County High School
7/30, Bowling Green, Bowling Green High School
8/3, Independence, Simon Kenton High School
8/4, Paris, Bourbon County High School
8/5, Morehead, Rowan County High School
8/7 to 8/31, for 2009-2010, the Cross Country Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
9/1 to 9/30, for 2009-2010, the Cross Country Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

FOOTBALL

(All Times are 7 p.m. local, unless noted otherwise)

6/25, Centre College, Kentucky Football Coaches Association registered coaches only, 6:30 p.m.
7/20, Morgantown, Butler County HS
7/21, Mayfield, Mayfield HS
7/30, Hodgenville, Larue County HS
8/2, Paintsville, Johnson Central HS, 3 p.m.
8/3, Louisville, Christian Academy-Louisville
8/4, London, North Laurel HS
8/5, Independence, Simon Kenton HS
8/6, Lexington, Bryan Station HS
8/7 to 8/31, for 2009-2010, the Football Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
9/1 to 9/30, for 2009-2010, the Football Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

GOLF

(All Times are 7 p.m. local, unless noted otherwise)

7/23, Mayfield HS
7/30, Lexington, KHSAA Office
8/4, Louisville, Christian Academy HS
8/6, Morgantown, Butler County HS
8/18, London, South Laurel HS
8/20, Paintsville, Johnson Central HS
8/27, Independence, Simon Kenton HS
NEED DATES, for 2009-2010, the Golf Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
NEED DATES, for 2009-2010, the Golf Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

SOCCER

(All Times are 7:00 p.m. local, unless noted otherwise)

7/17, Frankfort W/KHSSCA Conference, 6:03 p.m.
7/24, Lexington W/Bluegrass State Games Soccer Referee's Camp
7/27, Paintsville, Johnson Central High School
7/29, London, North Laurel High School
8/2, Bowling Green, Bowling Green High School 4:00 p.m.
8/3, Cecilia, Central Hardin High School
8/4, Independence, Simon Kenton High School
8/5, Louisville, Christian Academy
8/10, Lexington, Bryan Station High School

SOFTBALL

1/29 to 2/28, for 2009-2010, the Softball Clinic will be online only and may be viewed by coaches and officials at no charge during this period
3/1 to 3/31, for 2009-2010, the Softball Clinic will be online only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
4/1 to 4/30, for 2009-2010, the Softball Clinic will be online only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

SWIMMING & DIVING

(All Times are 7 p.m. local, unless noted otherwise)

9/5, Owensboro, Owensboro High School 10:00 a.m.
9/8, Lexington, Bryan Station High School
9/16, Covington, Scott High School
9/17, Louisville, St. Xavier High school

TENNIS

(All Times are 6 p.m. local, unless noted otherwise)

2/22, Mayfield HS
2/23, Morgantown, Butler County HS
2/24, Paintsville, Johnson Central HS
2/25, London, South Laurel HS
3/1, Independence, Simon Kenton HS
3/2, Louisville, Christian Academy HS
3/3, Lexington, KHSAA Office
NEED DATES, for 2009-2010, the Tennis Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
NEED DATES, for 2009-2010, the Tennis Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

TRACK & FIELD

1/29 to 3/25, for 2009-2010, the Track & Field Clinic will be online and may be viewed by coaches and officials at no charge during this period.
The following Regional Clinics will also be offered:
1/31 Princeton, Caldwell County High School (3p.m.)
2/7 Paintsville, Johnson Central High School (3 p.m.)
3/2 Radcliff, North Hardin High School (7p.m.)
3/24 Lexington, KHSAA Office (7 p.m.)
3/26 to 4/16, for 2009-2010, the Track & Field Clinic will be online only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
4/1 to 4/30, for 2009-2010, the Track & Field Clinic will be online only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

VOLLEYBALL

(All Times are 7 p.m. local, unless noted otherwise)

7/22 Lexington, Bryan Station HS
7/27, Independence, Simon Kenton HS
7/28, Princeton, Caldwell Co. HS
7/29, Morgantown, Butler County HS
7/31, Lexington, Bluegrass State Games – Site TBA, 9 a.m.
8/3, Louisville, Ohio Valley Volleyball Center
8/5, London, South Laurel HS
8/10, Paintsville, Johnson Central HS
NEED DATES, for 2009-2010, the Volleyball Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
NEED DATES, for 2009-2010, the Volleyball Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.

WRESTLING

(All Times are 7 p.m. local, unless noted otherwise)

10/4, Princeton, Caldwell County High School 3 p.m.
10/6, Independence, Simon Kenton High School
10/13, Louisville, Christian Academy-Louisville
10/14, Lexington, KHSAA Office
10/15 to 12/15, for 2009-2010, the Wrestling Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$75) during this period
12/16 to 1/31, for 2009-2010, the Wrestling Clinic will be online for makeup only and may be viewed by coaches and officials for the prescribed makeup fee (\$300) per the Bylaw 33 schedule during this period. After this time, postseason penalties per Bylaw 33 will apply.



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
DOMESTIC STUDENT TRANSFER FORM – 2009-2010
THIS FORM MAY NOT BE FAXED TO THE KHSAA. STUDENT IS NOT ELIGIBLE UNTIL RULING ISSUED BY COMMISSIONER. INCOMPLETE OR ILLEGIBLE FORMS WILL BE RETURNED WITHOUT PROCESSING.

GENERAL INSTRUCTIONS FOR COMPLETION OF THE KHSAA TRANSFER FORM. TO BE COMPLETED ON ALL STUDENTS WHO DID NOT INITIALLY ENROLL AT THE KHSAA MEMBER SCHOOL IN GRADE NINE (9)

1. The **Receiving School** is the KHSAA member school in which the student is enrolled and for which he/she is requesting eligibility.
2. The **Sending School** is normally the most recent school in which this student was enrolled and participated in interscholastic athletics. For students who have attended multiple schools, this is the last school at which the student participated in varsity athletics after enrolling in grade nine (9).
3. Upon receipt, the form will be reviewed by the Commissioner's Office and a ruling will be issued.
4. For processing, allow a minimum of three (3) working days to ensure time for verification of the data and be mindful that in accordance with the Due Process Procedure, the Commissioner has thirty (30) days to rule, and additional time if investigation is necessary.
5. Only the Principal and/or Designated Representative of a member school may inquire as to the processing status of the form. Member schools will be given information as to the proper procedure for such verification.
6. The waiver of Bylaw 6 does not in and of itself declare the student eligible. It is the responsibility of the member school to verify that the student is eligible according to all other bylaws.

SPECIFIC INSTRUCTIONS FOR THE RECEIVING SCHOOL

1. This form is for use with domestic students enrolling in a KHSAA member school and is to be processed between school administrators and may not involve parental intervention in its delivery.
2. Complete this form for any student transferring into a school who has not been continually enrolled in the receiving school since ninth grade or if the student is below grade nine (9) and has already participated in sports during the current school year.
3. Students may not practice, scrimmage (inter or intra-school) or play in contests until being ruled eligible by the Commissioner's office if a ruling is required. Member school(s) will be penalized for such participation.
4. Verification as to a student not having participated in varsity athletics at his/her former school SHALL be in writing (using page two of this form) and kept on file until the student graduates. No ruling is necessary if the **Sending School** response indicates that the student athlete has not participated in varsity athletics.
5. The **Receiving School** may need to verify with multiple schools as to the participation history if the student has attended more than one high school after enrolling in grade nine.
6. The **Receiving School** shall complete page two of this form if there is doubt about the student's participation at the varsity level. This can then be sent to the **Sending School** to verify and determine if the completion of pages four through nine are required.
7. If the **Sending School** verifies that there has been no varsity participation, and the student is deemed eligible by the **Receiving School** according to all other bylaws, the form (page two of this form), should be placed with the student's permanent record and no other action is necessary to allow the student to participate.
8. If the **Sending School** verifies that the student has participated in varsity athletics, then the **Receiving School** shall complete all requested and required information on pages four through six of the form and send the form in its entirety (pages two, and four through six) to the **Sending School**.
9. The **Receiving School** should maintain a copy in case of problems with mail or other delivery.
10. After receiving the information on pages two and four through six from the sending school, the **Receiving School** shall complete pages seven through nine of the transfer form.
11. After signing the form, the **Receiving School** should collect any additional necessary documentation (custody orders, home sale verification), and should check the form to be sure all requested and required information has been properly completed.
12. Once verified, the **Receiving School** shall submit all pages (pages four through nine) to the KHSAA for an eligibility ruling.

SPECIFIC INSTRUCTIONS FOR THE SENDING SCHOOL

1. This form is for use with domestic students enrolling in a KHSAA member school AND IS to be processed between school administrators and may not involve parental intervention in its delivery.
2. If a **Sending School** receives only page two of the form, the **Sending School** shall verify whether or not the student has participated at the varsity level after enrolling in grade nine, sign the form, and return it to the receiving school.
3. If a **Sending School** receives the entire form (pages four through six), then the **Sending School** shall review the information on pages four through six of the form submitted by the **Receiving School**, and then complete all requested and required information on page seven through nine of the form. The **Sending School** representative shall then sign the appropriate lines on the form and send the form in its entirety back to the **Receiving School**.
4. If desired, the **Sending School** should maintain a copy in case of problems with mail or other delivery.
5. KHSAA member schools will be penalized in accordance with Bylaw 33 for failing to return the transfer form to the **Receiving School** within seven (7) working days of receipt.
6. Non-KHSAA members will be referred to the appropriate State High School Association for assistance if there is delay in the processing of this form.
7. Member schools are reminded that the **Sending School** has no authority in making the eligibility determination, but must simply report the facts according to the permanent record and other verified data on the form.



**KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
DOMESTIC STUDENT TRANSFER FORM**

THIS FORM MAY NOT BE FAXED TO THE KHSAA. STUDENT IS NOT ELIGIBLE UNTIL RULING ISSUED BY COMMISSIONER. INCOMPLETE OR ILLEGIBLE FORMS WILL BE RETURNED WITHOUT PROCESSING.

USE THIS FORM TO DETERMINE IF THE STUDENT HAS PREVIOUSLY PARTICIPATED AT THE VARSITY LEVEL. IF SUCH PARTICIPATION IS VERIFIED, ALL PAGES MUST BE COMPLETED AND EXCHANGED BETWEEN THE SCHOOLS.

This information is to be completed by the Receiving School (KHSAA school desiring eligibility for the student.)

NOTE: If the responses to 1 and 2 are both NO, then no ruling will be necessary by the KHSAA in this case, this form is to be placed on file at the Receiving school until the student graduates and is not to be sent to the KHSAA.

Information Needed		These lines are to be completed by the Receiving School	
Student Name			
Date of Enrollment at Receiving School			
Name of Receiving School			
Current Grade in school			
Student's Enrollment History (list school(s) attended) each year	Grade	School	Varsity Play (Yes/No)?
	9		
	10		
	11		
Birth Date		Age (as of this date)	
Print Name of Person Signing this Form and Position at the school			
Date	Signature	Daytime Phone	

NOTE: THIS FORM IS NOW TO BE SENT TO THE SENDING SCHOOL AFTER COMPLETION OF THE ABOVE SECTION TO DETERMINE IF ADDITIONAL INFORMATION IS NECESSARY.

This information is to be completed by the Sending School (last school where student attended and participated in varsity interscholastic athletics)

NOTE: If the responses to 1 and 2 are both No, then no ruling will be necessary by the KHSAA in this case, this form is to be placed on file at the Receiving school until the student graduates and is not to be sent to the KHSAA.

Information Needed		These lines are to be completed by the Sending School	
Name of Sending School (last school at which student played varsity athletics)			
Complete Address of Sending School			
Phone Number of Sending School			
1	Has this student participated in VARSITY athletics representing this school after enrolling in grade 9? (check response)	YES	NO
2	Has this student participated in VARSITY athletics representing this school during the current school year? (check response)	YES	NO
Print Name of Person Signing this Form		Position in School	
Date	Signature	Daytime Phone	

NOTE: THIS FORM IS NOW TO BE SENT BACK TO THE RECEIVING SCHOOL

NOTE: IF THE RESPONSE TO 1 AND 2 ARE BOTH NO, NO RULING WILL BE NECESSARY BY THE KHSAA IN THIS CASE AND THE FORM IS TO BE PLACED ON FILE AT THE RECEIVING SCHOOL UNTIL THE STUDENT GRADUATES. IF THIS IS THE CASE, DO NOT SEND THIS FORM TO THE KHSAA. IF THE ANSWER TO 1 OR 2 IS YES, THEN COMPLETE THE REMAINDER OF THE FORM (PAGES 3 AND 4) AND FOLLOW THE SUBMISSION INSTRUCTIONS ON PAGE 1

The complete text of Bylaw 6, Transfer Rule, is contained on page three of this form, and in the KHSAA Handbook as well as interpretations that have established enforcement precedents. Rulings are issued based solely on the issue of Bylaw 6, Transfer Rule. No verbal statement in addition or in contradiction to these materials shall apply.



**KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
DOMESTIC STUDENT TRANSFER FORM**

THIS FORM MAY NOT BE FAXED TO THE KHSAA. STUDENT IS NOT ELIGIBLE UNTIL RULING ISSUED BY COMMISSIONER. INCOMPLETE OR ILLEGIBLE FORMS WILL BE RETURNED WITHOUT PROCESSING.

Below is the 2008-2009 KHSAA Bylaw 6, Transfer Rule. School Officials Completing Pages 4 through 7 of this form are to answer all questions with specific reference to the wording of the rule as adopted.

Bylaw 6. Transfer Rule - Domestic Students – Reprinted from 2008-2009 KHSAA Handbook

Sec. 1) Domestic Student Transfer

Any student who has been enrolled in grades nine (9) through twelve (12) and has participated in any varsity contest in any sport at any school following enrollment in grade nine (9) and who then transfers schools shall be ineligible for interscholastic athletics at any level in any sport for one year from the date of enrollment in the new school.

The Commissioner has discretion (but is not required) to waive the period of ineligibility set forth above if one or more of the following exceptions in Section 2 has been met. Determinations of whether a student shall be granted a waiver pursuant to this rule shall be based on the circumstances existing as of the date of enrollment at the new school.

Sec. 2) Discretionary Exceptions for Waiver

a) **BONA FIDE CHANGE IN RESIDENCE** - The period of ineligibility may be waived if there has been a bona fide change in residence by the parents and student that precedes a student's change of schools.

For purposes of this bylaw, a bonafide change of residence means the moving of the permanent residence of the entire family of the student and the student's parents from one school district or defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. A student who becomes emancipated does not have a bona fide change of residence by virtue of his or her emancipation and change of residence for purposes of this bylaw.

b) **DIVORCE** - The KHSAA shall not recognize a legal separation as grounds for waiver of the provisions of this bylaw. The period of ineligibility may be waived in the event of a dissolution of marriage (i.e. a final and legally binding divorce decree from a court of competent jurisdiction) of the parents and a change in the residence of the student pursuant to a court order granting custody of the child to one of the parents with whom the student shall reside. In the event joint custody is awarded to both parents, for purposes of this bylaw, the student shall initially be eligible where either parent resides.

The eligibility of a student may be restored one-time if, after establishing eligibility and complying with the initial court order granting joint custody, a student relocates to permanently reside with the other custodial parent. The grant of eligibility shall only apply to the member school in which the residence of the custodial parent is located. After this one time move by the student to the other custodial parent all subsequent moves between parents shall require a period of ineligibility of one year.

c) **CHANGE OF CUSTODY** - The KHSAA shall not recognize guardianship or similar arrangements made, for purposes of this bylaw. The period of ineligibility may be waived if it is shown that custody of the student has been taken from one or both parents and given to the other parent or a third person by a court of competent jurisdiction and under circumstances indicating: (1) the parent(s) are unfit or (2) the court finds that the health and welfare of the student would be better served by the change in custody.

d) **DEATH** - The period of ineligibility may be waived in the event the death of one or both of the student's custodial parents creates the circumstances that the transfer to another secondary school is deemed appropriate.

e) **BOARDING SCHOOLS** - The period of ineligibility may be waived on a one-time basis for students entering a boarding school on a full time basis as a boarding school student.

f) **NON ATHLETIC PARTICIPATION FOR AN ENTIRE SCHOOL YEAR** - The period of ineligibility may be waived in the event that the transferring student did not participate in an interscholastic contest at any level in any sport while enrolled in grades nine through twelve at the sending school during the entire academic school year immediately preceding the change in schools.

g) **REASSIGNMENT BY BOARD OF EDUCATION** - The period of ineligibility may be waived if the student has changed schools through a properly documented reassignment of the Board of Education to another school. To meet this exception for a reassignment, reasons for the assignment may include the closing or opening of a school due to consolidation, merger, opening of a new school, or another type or opening or closing or assignment through KRS 158.6455 or other applicable adopted regulation. That assignment may be to the public school district should a private, parochial or independent school close.

h) **TRANSFER FROM NON-MEMBER SCHOOL** – The period of ineligibility may be waived for a student transferring from a non-member school located in Kentucky whose athletic participation has been limited primarily to other non-member schools.

i) **MILITARY ASSIGNMENT** - The period of ineligibility may be waived for a student transferring in a situation where documentation is presented to verify that the change in education and living arrangements is directly related to an order from any branch of the United States military service, including the reserve components.

Sec. 3) Specific Restrictions Resulting in Denial of Waiver

Satisfying of one of the exceptions (a through i) shall not be considered valid and a waiver of the period of ineligibility shall not be granted—

a) If the change in schools is to nullify or circumvent the actions of representatives or rules of the previous school or if the student left the sending school under penalty which would have resulted in their ineligibility at the sending school;

b) If the satisfying of one of the exceptions occurs after the enrollment at the new school;

c) If the change in schools is motivated in whole or part by a desire to participate in athletics at the new school;

d) If the satisfying of one of the exceptions is used or manipulated for the purpose of gaining athletic eligibility;

e) If the satisfying of one of the exceptions by the student and the parent(s) does not reasonably precipitate a transfer to the new school.

Sec. 4) Other Transferring Student Restrictions and Procedures

a) The Commissioner may appoint or hire a committee or investigator to conduct any inquiry or investigation concerning any issues arising under this bylaw or any other bylaw.

b) If any member school files a written objection to the factual validity of the certification before the conclusion of the period of time to which the period of ineligibility would normally apply, along with the specific, detailed basis for the objection, then a complete investigation shall be conducted by the KHSAA and a ruling shall be issued through the Commissioner's office.

c) A student enrolled in grades 4-12 who has participated in a first team game shall not be eligible to represent a second member school during that school year unless that student would qualify for a waiver of the period of ineligibility in accordance with provisions (a) through (i) above.

d) A student is ineligible for athletics in this state if he or she transfers from another state if the student was or would have become ineligible in the state from which he or she transfers.



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
DOMESTIC STUDENT TRANSFER FORM
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TRANSFER FORM – RECEIVING SCHOOL SUPPLEMENTAL INFORMATION

TO BE COMPLETED IF THE STUDENT HAS PARTICIPATED IN VARSITY ATHLETICS AFTER ENROLLING IN GRADE NINE, OR IF THE STUDENT HAS PARTICIPATED IN VARSITY ATHLETICS DURING THE CURRENT SCHOOL YEAR AND THEREAFTER CHANGES SCHOOLS DURING THE SAME SCHOOL YEAR. THE FOLLOWING INFORMATION IS TO BE COMPLETED BY THE RECEIVING SCHOOL AND ALL INFORMATION ON THESE PAGES SHOULD THEN BE FORWARDED TO THE SENDING SCHOOL IN ORDER TO ALLOW THAT SCHOOL TO COMPLETE THEIR PORTION OF THE FORM.

Student Name													
3	Sport(s) in which student desires to participate (Check applicable) BA-Baseball, BK-Basketball, XC-Cross Country, FB-Football, GF-Golf, SO-Soccer, FP-Fast Pitch, SW-Swimming, TN- Tennis, TR-Track, VB-Volleyball, WR-Wrestling	BA											
		GF		BK		XC		FB		SO		FP	
		TN		TR		VB		SW		WR			
4	Street Address of this student and family while attending the Receiving School (use 911 address, do not use PO Box)												
5	Name of the person with whom the student currently resides at the address as listed in response 5. If this individual(s) is different than the response to number 6 below, please explain. Attach additional response if necessary.												
6	Name and relationship of the individual(s) who has legal custody (care and support) of this student (Mother, Father, Other). Response should include the name of the individual and the relationship to the student												
7	Date the student and family moved into the address listed in Question 4?												
8	Phone number (day and night) of student and family according to school records.												
9	The Receiving School requests a waiver of the one-year period of eligibility due to exception (check one)												
	a) Bonafide Change in Residence												
	b) Divorce												f) Non athletic participation for an entire school year
	c) Change of Custody												g) Reassignment by Board of Education
	d) Death of One or More Custodial Parents												h) Transfer from Non-Member school
	e) Boarding School												i) Military Assignment
													OTHER (INCLUDE LETTER DETAILING CIRCUMSTANCES)
10	COMMENTS. Please record any notes concerning school change (<i>attach additional letter if necessary or if more space is needed</i>)												
<p>Complete lines 11-17 if you are applying for a waiver of the Bylaw according to subsection (a), Bonafide Change in Residence. If applying for this exception, additional written documentation is required to accompany this form to verify the circumstances surrounding the bonafide change which may include sales documents, contracts or rental agreements. Carefully read the definition of a bonafide change in address, along with each question and request for information.</p> <p>a) BONA FIDE CHANGE IN RESIDENCE - The period of ineligibility may be waived if there has been a bona fide change in residence by the parents and student that precedes a student's change of schools. For purposes of this bylaw, a bonafide change in residence means the moving of the permanent residence of the entire family of the student and his/her parents from one school district or defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. A student who becomes emancipated does not have a bona fide change in residence by virtue of his/her emancipation and change in residence for purposes of this bylaw.</p>													
11	Who owns/leases/rents the Receiving School residence listed in the Question 4? (parents, relative, etc)												
12	Status of CURRENT residence listed in Question 4?												
	Property is owned by student's custodial family												
	Property sale is pending (ENCLOSE COPY OF CONTRACT OR SALE PENDING VERIFICATION)												
	Property is lease/rental property with a minimum of at least a 12-month lease agreement (PROVIDE COPY OF LEASE)												
	Other arrangement (detail on line below)												
13	Does any member of the school system staff, including but not limited to coaching or athletic staff members, have any ownership interest in the property listed in Question 4?	YES											NO



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
DOMESTIC STUDENT TRANSFER FORM
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14	What specific public/independent school district includes the address listed in Question 4 above (list specific public school not school system, in the case of multiple schools, list the "resides" or assigned school).				
15	Status of former residence listed in Question 32? RECEIVING SCHOOL MAY NEED TO WAIT TO COMPLETE THIS INFORMATION UNTIL SENDING SCHOOL PORTION IS COMPLETE				
	House has been sold and closing has been completed.				
	House has been listed on with a realtor (ENCLOSE COPY OF LISTING AGREEMENT)				
	House has been listed, sale is pending (ENCLOSE COPY OF CONTRACT OR SALE PENDING VERIFICATION)				
	House is still owned/maintained by custodial family				
	Rental/Lease agreement has expired and property is leased/rented to another party outside of the custodial family (ADDITIONAL DOCUMENTATION MAY BE REQUIRED)				
	Other arrangement (detail on line below)				
16	If the Status in line 15 IS STILL OWNED/MAINTAINED, is the residence occupied by a member of the student's family? IF YES, DESCRIBE IN LINE 10 OR IN ATTACHED LETTER	YES		NO	
17	For purposes of this bylaw, a bonafide change in residence means the permanent moving of the student and his/her custodial parents from one school district defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. A student who becomes emancipated does not have a bona fide change in residence by virtue of his/her emancipation and change in residence for purposes of this bylaw. According to this definition , does this member school claim that this student and his/her custodial family had a bonafide change in residence?	YES		NO	
<p>Complete line 18 if you are applying for a waiver of the period of ineligibility according to subsection (b) Divorce. If applying for this exception, additional written documentation is required to accompany this form to document that the action preceded the first date of enrollment for the student. Carefully read this exception, along with the request for information.</p> <p>b) DIVORCE - The KHSAA will not recognize a legal separation as grounds for waiver of the provisions of this bylaw. The period of ineligibility may be waived in the event of a dissolution of marriage (i.e. a final and legally binding divorce decree from a court of competent jurisdiction) of the parents and a change in the residence of the student pursuant to a court order granting custody of the child to one of the parents with whom the student shall reside. In the event joint custody is awarded to both parents, for purposes of this bylaw, the student shall initially be eligible where either parent resides. After initially establishing eligibility with one parent, all subsequent transfers will require a period of ineligibility of one year. If neither parent retains the former residence, the parents shall designate one of their new residences (mother or father) for the purpose of this bylaw, such designation to be reviewed and approved by the Commissioner. If a student subsequently decides to return and reside with the other parent in a different school district following this initial designation, the student shall be ineligible for one year.</p>					
18	Subsequent to the student's last date of participation in varsity athletics, has there been dissolution of marriage followed by a court order granting custody of the student to the parent with whom the student resides? IF ANSWER IS YES, ENCLOSE A COPY OF THE DATED CUSTODY ORDER	YES		NO	
<p>Complete line 19 if you are applying for a waiver of the period of ineligibility according to subsection (c) Change of Custody. If applying for this exception, additional written documentation is required to accompany this form to document that the action preceded the first date of enrollment for the student. Carefully read this exception, along with the request for information.</p> <p>c) CHANGE OF CUSTODY - The KHSAA shall not recognize guardianship or similar arrangements made, for purposes of this bylaw. The period of ineligibility may be waived where it is shown that custody of the student has been taken from one or both parents and given to the other parent or a third person by a court of competent jurisdiction and under circumstances indicating: (1) the parent(s) is/are unfit or (2) the court finds that the health and welfare of the student would be better served by the change in custody.</p>					
19	Is this student a ward of the state or court and changing schools due to that order or due to a change in the original parental custody order? IF ANSWER IS YES, ENCLOSE A COPY OF THE DATED COURT ORDER OR STATE AGENCY ORDER IF A WARD OF THE STATE	YES		NO	
<p>Complete line 20 if you are applying for a waiver of the period of ineligibility according to subsection (d) Death. If applying for this exception, additional written documentation is required to accompany this form to document that the action preceded the first date of enrollment for the student. Carefully read this exception, along with the request for information.</p> <p>d) DEATH - The period of ineligibility may be waived in the event the death of one or both of the student's custodial parents creates such circumstances that the transfer to another secondary school is deemed appropriate.</p>					
20	Is this transfer due to the death of one or more of the student's custodial parents? IF ANSWER IS YES, GIVE DETAILS IN COMMENT BOX 10	YES		NO	



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
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Complete line 21 if you are applying for a waiver of the period of ineligibility according to subsection (e) Boarding School. Carefully read this exception, along with the request for information.

e) BOARDING SCHOOLS - The period of ineligibility may be waived on a one-time basis for students entering a boarding school on a full time basis as a boarding school student.

21	Is this student entering or coming from a Boarding school where attendance was required by order of the courts or by recommendation of the Principal of the school attended immediately prior to attendance at the Boarding school? IF ANSWER IS YES, PROVIDE COPY OF LETTER FROM COURT/PRINCIPAL	YES		NO	
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Complete line 22 if you are applying for a waiver of the period of ineligibility according to subsection (f) Non-athletic participation for an entire school year. Carefully read this exception, along with the request for information.

f) NON ATHLETIC PARTICIPATION FOR AN ENTIRE SCHOOL YEAR - The period of ineligibility may be waived in the event that the transferring student did not participate in an interscholastic contest at any level in any sport while enrolled in grades nine through twelve at the sending school during the entire academic school year immediately preceding the change in schools.

22	Is this student transferring schools after having a complete school year (first semester through second semester) without participation in interscholastic athletics at any level (grades 9-12)?	YES		NO	
----	--	-----	--	----	--

Complete line 23 if you are applying for a waiver of the period of ineligibility according to subsection (g) Assignment by Local Board of Education. Carefully read this exception, along with the request for information.

g) REASSIGNMENT BY BOARD OF EDUCATION - The period of ineligibility may be waived if the student has changed schools through a properly documented reassignment of the Board of Education to another school in the district. To meet this exception for a reassignment, reasons for the assignment may include, but are not limited to, the closing or opening of a school due to consolidation, merger, opening of a new school, or another type or opening or closing or assignment through KRS 158.6455 or other applicable adopted regulation. Such assignment may be to the public school district should a private, parochial or independent school close.

23	Is this student transferring from a member school in Kentucky due to action of the local Board of Education? IF ANSWER IS YES, GIVE DETAILS IN COMMENT BOX 22 AND ATTACH A LETTER FROM BOARD PERSONNEL	YES		NO	
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Complete line 24 if you are applying for a waiver of the period of ineligibility according to subsection (h) Transfer from Non-Member. Carefully read this exception, along with the request for information.

h) TRANSFER FROM NON-MEMBER SCHOOL – The period of ineligibility may be waived for a student transferring from a non-member school located in Kentucky whose athletic participation has been limited primarily to other non-member schools.

24	Is this student transferring from a non-member school in Kentucky whose sole participation has been against other non-member schools?	YES		NO	
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Complete line 25 if you are applying for a waiver of the period of ineligibility according to subsection (i) Military Assignment. Carefully read this exception, along with the request for information.

i) MILITARY ASSIGNMENT - The period of ineligibility may be waived for a student transferring in a situation where documentation is presented to verify that the change in education and living arrangements is directly related to an order from any branch of the United States military service, including the reserve components.

25	Is this student transferring to a member school directly related to an order from any branch of the United State Military Service, including the reserve components? IF ANSWER IS YES, PLEASE PROVIDE OF COPY OF ORDERS RELATED TO CUSTODIAL PARENTS?	YES		NO	
----	--	-----	--	----	--

If you are requesting a waiver based upon one of the nine listed exceptions, please be sure to include the requested documentation in support of this exception.

RECEIVING SCHOOL VERIFICATION AND SIGNATURES - As Principal or Designated Representative of the RECEIVING SCHOOL, I certify that the above information is correct to the best of my knowledge and based on all available facts. NOTE: The Principal's signature does not represent a recommendation or the final ruling in the case. Disagreements as to material facts in the case or verification of evidence shall be resolved by the Commissioner's Office.

<u>Print</u> Name of Person Signing this Form		Position in School Must be Principal or Designated Rep.	
Date	Signature	Daytime Phone including area code	



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
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TRANSFER FORM – SENDING SCHOOL SUPPLEMENTAL INFORMATION
 TO BE COMPLETED IF THE STUDENT HAS PARTICIPATED AT THE VARSITY LEVEL AFTER ENROLLING IN GRADE NINE, OR IF A STUDENT HAS PLAYED VARSITY DURING THE CURRENT SCHOOL YEAR AND THEREAFTER CHANGES SCHOOLS.
 THE FOLLOWING INFORMATION IS TO BE COMPLETED BY THE **SENDING SCHOOL** AND THEN RETURNED TO THE **RECEIVING SCHOOL** ALONG WITH ANY ADDITIONAL CORRESPONDENCE NECESSARY TO SUPPLEMENT THE RECORD SO THAT THE **RECEIVING SCHOOL** CAN SUBMIT THE FORM TO THE **KHSAA** IN ITS ENTIRETY.

Student Name											
26	Date of first entry into Sending school										
27	Grade level of first entry into Sending school (check one)	9		10		11		12			
28	Date of Withdrawal from Sending School										
29	Indicate grade levels in which this student participated at the varsity level.	9		10		11		12			
30	Date of Last Varsity Participation in Any Sport, and the sport in which participated.										
31	Sport(s) in which student desires to participate (Check applicable) BA-Baseball, BK-Basketball, XC-Cross Country, FB-Football, GF-Golf, SO-Soccer, FP-Fast Pitch, SW-Swimming, TN- Tennis, TR-Track, VB-Volleyball, WR-Wrestling	BA		BK		XC		FB			
		GF		SO		FP		SW			
		TN		TR		VB		WR			
32	According to permanent records at the SENDING SCHOOL, Name of Custodial Parent (NOTE: Guardianship is NOT custody).										
33	Role of person with legal custody (person listed in 32, residential custodian charged with care and support) of this student (Mother, Father, Other)										
34	Street Address of this student and family while attending the sending school (use 911 address, do not use PO Box)										
35	Phone number (day and night) of student and family at this address according to school records.										

Complete lines 36-41 if the representatives of the RECEIVING SCHOOL have checked box (a) on page 4, indicating that a waiver is being sought according to subsection (a), Bonafide Change in Residence. If applying for this exception, additional written documentation may be required of the sending school. Carefully read the definition of a bonafide change in address, along with each question and request for information.

a) BONA FIDE CHANGE IN RESIDENCE - The period of ineligibility may be waived if there has been a bona fide change in residence by the parents and student that precedes a student's change in schools.
 For purposes of this bylaw, a bonafide change in residence means the moving of the permanent residence of the entire family of the student and his/her parents from one school district or defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. A student who becomes emancipated does not have a bona fide change in residence by virtue of his/her emancipation and change in residence for purposes of this bylaw.

36	Who owns/owned, leases/leased, rents/rented the residence listed in the Question 34? (parents, etc)										
37	Does any member of the school system staff, including but not limited to coaching or athletic staff members, have any ownership interest in the property listed in Question 34?	YES		NO							
38	What specific public/independent school district includes the address listed in Question 34 above (list specific public school not school system, in the case of multiple schools, list the "resides" or assigned school).										
39	Status of former residence listed in Question 34?										
	House has been sold and closing has been completed.										
	House has been listed on with a realtor (ENCLOSE COPY OF LISTING AGREEMENT)										
	House has been listed, sale is pending (ENCLOSE COPY OF CONTRACT OR SALE PENDING VERIFICATION)										
	House is still owned/maintained by custodial family										
	Rental/Lease agreement has expired and property is leased/rented to another party outside of the custodial family (ADDITIONAL DOCUMENTATION MAY BE REQUIRED)										
	Other arrangement (detail on line below)										
40	If the Status in line 34 IS STILL OWNED/MAINTAINED, is the residence occupied by a member of the student's family?	YES		NO							



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
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41	For purposes of this bylaw, a bonafide change in residence means the permanent moving of the student and his/her custodial parents from one school district defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. A student who becomes emancipated does not have a bona fide change in residence by virtue of his/her emancipation and change in residence for purposes of this bylaw. According to this definition , does this member school claim that this student and his/her custodial family had a bonafide change in residence?	YES	NO	
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Complete line 42 if the representatives of the RECEIVING SCHOOL have checked box (b) on page 4, indicating that a waiver is being sought according to subsection (b) Divorce. Carefully read this exception, along with the request for information.

b) DIVORCE - The KHSAA will not recognize a legal separation as grounds for waiver of the provisions of this bylaw. The period of ineligibility may be waived in the event of a dissolution of marriage (i.e. a final and legally binding divorce decree from a court of competent jurisdiction) of the parents and a change in the residence of the student pursuant to a court order granting custody of the child to one of the parents with whom the student shall reside. In the event joint custody is awarded to both parents, for purposes of this bylaw, the student shall initially be eligible where either parent resides. After initially establishing eligibility with one parent, all subsequent transfers will require a period of ineligibility of one year. If neither parent retains the former residence, the parents shall designate one of their new residences (mother or father) for the purpose of this bylaw, such designation to be reviewed and approved by the Commissioner. If a student subsequently decides to return and reside with the other parent in a different school district following this initial designation, the student shall be ineligible for one year.

42	Subsequent to the student's last date of participation in varsity athletics at the Sending School, has there been dissolution of marriage followed by a court order granting custody of the student to the parent with whom the student resides?	YES	NO	
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Complete line 43 if the representatives of the RECEIVING SCHOOL have checked box (c) on page 4, indicating that a waiver is being sought according to subsection (c) Change of Custody. Carefully read this exception, along with the request for information.

b) DIVORCE - The KHSAA will not recognize a legal separation as grounds for waiver of the provisions of this bylaw. The period of ineligibility may be waived in the event of a dissolution of marriage (i.e. a final and legally binding divorce decree from a court of competent jurisdiction) of the parents and a change in the residence of the student pursuant to a court order granting custody of the child to one of the parents with whom the student shall reside. In the event joint custody is awarded to both parents, for purposes of this bylaw, the student shall initially be eligible where either parent resides. After initially establishing eligibility with one parent, all subsequent transfers will require a period of ineligibility of one year. If neither parent retains the former residence, the parents shall designate one of their new residences (mother or father) for the purpose of this bylaw, such designation to be reviewed and approved by the Commissioner. If a student subsequently decides to return and reside with the other parent in a different school district following this initial designation, the student shall be ineligible for one year.

43	Is this student a ward of the state or court and changing schools due to that order or due to a change in the original parental custody order? (check response, give details on line 46)	YES	NO	
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Complete line 44 if the representatives of the RECEIVING SCHOOL have checked box (d) on page 4, indicating that a waiver is being sought according to subsection (d) Death. Carefully read this exception, along with the request for information.

d) DEATH - The period of ineligibility may be waived in the event the death of one or both of the student's custodial parents creates such circumstances that the transfer to another secondary school is deemed appropriate.

44	Is this transfer due to the death of one or more of the student's custodial parents?	YES	NO	
----	--	-----	----	--

Complete line 45 if the representatives of the RECEIVING SCHOOL have checked box (e) on page 4, indicating that a waiver is being sought according to subsection (e) Boarding School. Carefully read this exception, along with the request for information.

e) BOARDING SCHOOLS - The period of ineligibility may be waived on a one-time basis for students entering a boarding school on a full time basis as a boarding school student.

45	Is this student entering or coming from a Boarding school where attendance was required by order of the courts or by recommendation of the Principal of the school attended immediately prior to attendance at the Boarding school?	YES	NO	
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Complete line 46 if the representatives of the RECEIVING SCHOOL have checked box (f) on page 4, indicating that a waiver is being sought according to subsection (f) Non-athletic participation for an entire school year. Carefully read this exception, along with the request for information.

f) NON ATHLETIC PARTICIPATION FOR AN ENTIRE SCHOOL YEAR - The period of ineligibility may be waived in the event that the transferring student did not participate in an interscholastic contest at any level in any sport while enrolled in grades nine through twelve at the sending school during the entire academic school year immediately preceding the change in schools.

46	Is this student transferring schools after having a complete school year (first semester through second semester) without participation in interscholastic athletics at any level?	YES	NO	
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KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
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Complete line 47 if the representatives of the RECEIVING SCHOOL have checked box (g) on page 4, indicating that a waiver is being sought according to subsection (h) Reassignment by Board of Education. Carefully read this exception, along with the request for information.

g) REASSIGNMENT BY BOARD OF EDUCATION - The period of ineligibility may be waived if the student has changed schools through a properly documented reassignment of the Board of Education to another school in the district. To meet this exception for a reassignment, reasons for the assignment may include, but are not limited to, the closing or opening of a school due to consolidation, merger, opening of a new school, or another type or opening or closing or assignment through KRS 158.6455 or other applicable adopted regulation. Such assignment may be to the public school district should a private, parochial or independent school close.

47	Is this student transferring from a member school in Kentucky due to action of the local Board of Education?	YES		NO	
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Complete line 48 if the representatives of the RECEIVING SCHOOL have checked box (h) on page 4, indicating that a waiver is being sought according to subsection (g) Transfer from Non-Member. Carefully read this exception, along with the request for information.

h) TRANSFER FROM NON-MEMBER SCHOOL – The period of ineligibility may be waived for a student transferring from a non-member school located in Kentucky whose athletic participation has been limited primarily to other non-member schools.

48	Is this student transferring from a non-member school in Kentucky whose sole participation has been against other non-member schools?	YES		NO	
----	---	-----	--	----	--

49	COMMENTS. Please record any notes concerning school change (<i>attach additional letter if necessary or if more space is needed</i>)				

SENDING SCHOOL VERIFICATION AND SIGNATURES - As Principal or Designated Representative of the SENDING school, I certify that the above information is correct to the best of my knowledge and based on all available facts. NOTE: The Principal's signature does not represent a recommendation or the final ruling in the case. Disagreements as to material facts in the case or verification of evidence shall be resolved by the Commissioner's Office.

Print Name of Person Signing this Form			Position in School	
Date	Signature		Daytime Phone including area code	



**KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
APPLICATION FOR FOREIGN STUDENT
(NON DOMESTIC) ELIGIBILITY – 2009-2010**

KHSAA Form GE07
Rev. 04/09

**THIS FORM MAY NOT BE FAXED TO THE KHSAA. STUDENT IS NOT ELIGIBLE UNTIL RULING ISSUED BY COMMISSIONER.
INCOMPLETE FORMS WILL BE RETURNED WITHOUT PROCESSING.
(All parts to be completed in English)**

INSTRUCTIONS FOR COMPLETING FORM GE07

1. Complete this form for any student who is not from the United States or the District of Columbia who transfers into a KHSAA member school after previously attending a foreign or domestic school following enrollment in grade nine (9).
2. Please refer to KHSAA Bylaw 7 (below) and the interpretations of this rule in both the Handbook and on the KHSAA web site, <http://www.khsaa.org/handbook>, for the specific provisions regarding foreign student eligibility. Special notice should be taken to the restrictions on members of the coaching staff at the KHSAA member school or representatives of the placing agency. In addition, students who are listed by the NFHS as "direct placements" shall not be granted a waiver of the one-year period of ineligibility.
3. For students coming through an exchange program, complete sections A, B, C, E and F.
4. For students not coming to the United States through an approved foreign exchange agency, the ruling must come through the KHSAA Due Process Procedure for students not coming through an approved exchange program, complete sections A, B, C, D and F.
5. Students may not practice, scrimmage (inter or intra-school) or play in contests until being ruled eligible by the Commissioner's office. Member school (s) will be penalized for such participation.
6. The KHSAA member school shall ensure that all parts of this form are complete and legible, and all required attachments are included.
7. The form will be reviewed by the Commissioner's office and a ruling will be issued.
8. A ruling will not be issued for a minimum of three (3) working days to ensure time for verification of the data.
9. Only the Principal and/or Designated Representative of a member school may inquire as to the processing status of the form.
10. The waiver of Bylaw 7 does not in and of itself declare the student eligible. It is the responsibility of the member school to verify that the student is eligible according to all other bylaws.

Bylaw 7. Transfer Rule - Non-Domestic Students

Sec. 1) Foreign Exchange Students

Foreign exchange students attending school in Kentucky shall be considered ineligible for the first calendar year following enrollment.

- a) If placed in a KHSAA member school under the auspices of approved student exchange programs or in other circumstances approved by the Board of Control within Board policy, these students may be declared eligible and not be subject to the initial one-year period of ineligibility.
- b) In order to be considered for a waiver, the following conditions shall exist
 - 1) The student shall be in compliance with all U.S. Immigration and Naturalization Service regulations;
 - 2) The student shall be in the first and only year as an exchange student;
 - 3) The student shall not be a graduate of a the 12th or terminating grade or its' equivalent in either the U.S. or his or her home country;
 - 4) The student shall be in possession of a complete transcript of records that has been translated into English prior to the request for eligibility;
 - 5) The student shall be in possession of a J-1 student education visa issued by the U.S. Immigration and Naturalization Service;
 - 6) The student's placement shall not have been a "direct placement" into a KHSAA member school;
 - 7) The student's host family shall not pay any tuition or fee normal to the attendance at the KHSAA member school, all fees shall be paid by the student's family;
 - 8) All travel fees shall be paid by the student's family; and
 - 9) The student's host family shall not include members of the coaching staff at the KHSAA member school at which participation is desired and shall not include exchange agency representatives.
- c) To be considered for approval by the Board of Control, a foreign exchange program shall assign students to schools by a method that ensures that no student, school or interested party may influence the assignment for athletic or other purposes.
- d) The student, the principal or designated representative of the member school, and a representative of the placement agency shall sign and attest to certification that the athlete complies with the eligibility rules of the KHSAA and shall not be eligible under any circumstances for more than one year of athletic participation if the first year period of ineligibility is waived.

Sec. 2) Additional Eligibility for Exchange Students

Any student having made election to apply for the waiver of the first year of ineligibility and having been granted a waiver of the normal period of ineligibility under subsection (a) above shall not be eligible, under any circumstances, for more than one (1) school year while enrolled in grades 9 -12 in Kentucky.

Sec. 3) Students Not Coming Through Exchange Programs

Any student desiring to participate in athletics who does not meet the criteria listed in Bylaw 7 may seek a waiver of the one-year ineligibility period through the KHSAA Due Process Procedure.

A. STUDENT RECORD AND RECORDS INFORMATION

1	Name of Student as it appears on passport and/or VISA			Birth Date		Age
2	Name and address of KHSAA Member School at which eligibility is desired					
3	Sport(s) for which eligibility is desired					
4	Grade in school	9-	10-	11-	12-	
5	Date of enrollment at KHSAA member school					

The complete text of Bylaw 7, Transfer Rule – Non Domestic Students is contained on page one of this form, and in the KHSAA Handbook as well as interpretations that have established enforcement precedents. Rulings are issued based solely on the issue of Bylaw 7. No verbal statement in addition or in contradiction to these materials shall apply. It is the School obligation to inform the student of this ruling. If facts or circumstances change, contact the Commissioner because this could affect or change the ruling. If a participant, parent, contest official, coach or member school is dissatisfied with this decision; an appeal may be taken in the manner and within the time set forth in the KHSAA Due Process Procedure.

6	Name and Address of Last School Attended		
7	Last date enrolled at previously attended high school		
8	Has student completed high school (grades 12 or the equivalent) in his/her home country?	Yes	No
9	Total number of previous years in high school (foreign and domestic combined) after promotion from grade eight):		
10	Did the student participate in varsity athletics at the last high school attended (check yes or no) in his/her home country?	Yes	No
11	If 10 is yes, list sports		
12	Has student previously attended high school in United States?	Yes	No
13	If 12 is yes, list school address and enrollment dates		
14	Has this student's age been entered on line 1 and verified as meeting Bylaw 3, and the transcript completely translated into English and academic eligibility verified?	Yes	No
15	Does this student meet all other KHSAA eligibility rules such as being a full-time student the previous semester and not yet exceeding the semester limit (check yes or no)?	Yes	No
16	Name and Address of Birth Parents		
17	Name and Address of Host Family? (Host family cannot be an official representative of the placement agency or member of the coaching staff at the school)		
18	Daytime Phone Number of Host Family?		
19	What specific KHSAA public/independent school district includes the address listed in Question 17 above (<u>specific public school not school system</u>).		
20	Is/are host (resident) family member (s) acting as a coach, administrator, faculty or staff member, or otherwise employed by the member school? If yes, in what capacity?		
21	Is the host (resident) family a member of any sports booster organization or a sponsor of athletics at the member school?		
22	Does this host family have other students involved in interscholastic sports at the member school? (If yes, list team)		

B. EXCHANGE PROGRAM SPONSORSHIP, FEES AND VERIFICATION *(The following checked items have been certified and verified)*

23	Name of Exchange Program		
24	Name and Address of Local Area Exchange Program Representative	Daytime Phone number of Exchange Program Representative	

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25	List amount of agency fee(s) paid for placement, and indicate who payment was made to for the placement.		
26	Who is responsible for the payment of placement fees to the foreign exchange agency?		
27	What is the person in Line 26's relationship to the school (i.e. faculty, coach, administrator, parent, none). <i>Enclose copy of payment record (cancelled check, receipt, etc.) clearly indicating payer of fees. Also enclose a letter from the agency (in English) verifying the name of the individuals paying the fees.</i>		
28	Amount of base tuition and fees charged to all students who attend this high school, or charged to non-district resident students.	Amount of tuition and fees charged to this student.	
29	Who paid the tuition and fees to the school (if applicable) and that person's relationship to the school (i.e. faculty, coach, administrator, parent, none). <i>Enclose copy of payment record translated into English (cancelled check, receipt, etc.) clearly indicating payer of fees.</i>		
30	Yes	No	The national headquarters of the sponsoring organization approved placement in the host school.
31	Yes	No	Placement in host school was made by the sponsor prior to departure from the student's native country.
32	Yes	No	As host school, we are confident, upon our evaluation that this request for eligibility is within the scope of KHSAA rules.

C. CLASSIFICATION (check one)

<input type="checkbox"/>	This student is coming to my school through a Foreign Exchange Agency (skip to Item E and complete balance of information, then return to KHSAA for ruling.)
<input type="checkbox"/>	This student is not coming to my school through an approved Foreign Exchange Agency (complete section D and submit to KHSAA for further instructions.)

D. FOREIGN STUDENTS NOT COMING THROUGH FOREIGN EXCHANGE PROGRAM

NOTE: Students not coming through a Board of Control approved program should submit information related to the enrollment of this student. A complete list of those programs is available on the KHSAA web site (www.khsaa.org). This information will be forwarded to the Hearing Officer of the KHSAA who will conduct an administrative hearing to determine this student's eligibility. **Students for which the one-year initial period of ineligibility is waived are subject to the one-year limitation on eligibility.** The school and/or student will be notified of the time and place of the hearing. Further details can be found in the KHSAA Due Process Procedure in the KHSAA Handbook.

Please describe in complete detail the circumstances surrounding this student's arrival in the United State and desire to attend the member school. Attach additional correspondence if necessary.

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E. CHECKLIST OF FORMS AND ATTACHMENTS (check to verify that these are enclosed with form, all must be checked)

Various Forms and Documentation are needed to accompany this form. Please include all forms and verification with the original submission. If any item is not provided, the form will be returned to the member school for completion of the missing information. No other attachment or information should be necessary if these three attachments are provided.

As Principal / Designated Representative, I have attached the following information:

<input type="checkbox"/>	Copy of the student VISA (must be the VISA, not a copy of the passport)
<input type="checkbox"/>	Copy of the J-1 Certificate of Eligibility For Exchange Visitor Status Form (DS-2019) Prepared by the Agency per the Guidelines of the US Department of State (must be the DS-2019 and not the stamp on the VISA)
<input type="checkbox"/>	Copy of the Financial Information Verification translated into English, verifying lines 26 and 29. This should be on the agency letterhead and include any verification that all fees (and those amounts must be listed) were paid by the natural parents for participation in the exchange program.

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F. SIGNATURES AND CERTIFICATIONS

I understand that if the waiver of the one-year period of ineligibility is granted, this student shall not be eligible for more than one year of athletic participation under any circumstances.

33	Exchange Student Signature		Date	
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I understand that if the waiver of the one-year period of ineligibility is granted, this student shall not be eligible for more than one year of athletic participation under any circumstances.

34	Host Family Signature		Date	
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As Principal or Designated Representative of this KHSAA member school, I hereby verify that this student meets all eligibility rules and regulations as promulgated; hereby certify that the student was not recruited for athletic purposes by any official or unofficial representative of the school and that the placement of this student in this school was random as required by Bylaw 10. It is the recommendation of the undersigned Principal or Designated Representative that the period of ineligibility for transferring students (one year from the date of enrollment) is waived and that he/she be declared eligible immediately to represent my school in interscholastic athletics. I understand that if the waiver of the one-year period of ineligibility is granted, this student shall not be eligible for more than one year of athletic participation under any circumstances.

35	Principal / Designated Representative Signature	
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36	Position at the School	
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37	Email Address (for data gathering purposes only, no rulings can be made via electronic mail)	
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38	Daytime Phone Number		Date Signed	
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