

BYLAW 17. CERTIFICATION OF ELIGIBILITY

Sec. 1) VERIFICATION OF ELIGIBILITY

- a) The principal or Designated Representative of the school shall be responsible for certifying the eligibility of all contestants.
- b) Before certifying the eligibility of a player, a principal or Designated Representative shall verify the player's age and all other requirements contained in these Bylaws.
- c) The statement of facts concerning a player on the eligibility list of his or her first year of competition shall be considered authoritative and may not be changed in later eligibility lists for that year or in later years except to carry out the purposes of the Bylaws in providing a cumulative record, or, when authorized by the Commissioner to correct an error.
- d) Prior to the certification of the eligibility of a student, the principal or Designated Representative shall have on file the physician's certificate, the parental consent, and the parental acknowledgment required by Bylaw 12.

Sec. 2) DUTY OF A NEW PRINCIPAL OR DESIGNATED REPRESENTATIVE

A new principal or Designated Representative, before certifying to the eligibility of his or her players, if there is reason to question any of the information shall secure from the Commissioner's office a copy of the original certification for that player.

Sec. 3) ANNUAL PARTICIPATION LIST

- a) Each principal or Designated Representative of a member school shall submit to the Commissioner at the end of the school year (not later than May 30) a list of the names of all students who participated in any first team contest in any sport during the season.
- b) This participation list shall be submitted on a form supplied by the Association, and shall be completed in its entirety for each student.

Sec. 4) CERTIFICATION OF INELIGIBLE PLAYER

If any school plays an ineligible player when the facts were available and could have been known to a principal or Designated Representative, that school shall be penalized in accordance with the provisions of Bylaw 27.

Case BL-17-1- How does the principal certify eligibility and entries?

A roster of players and coaches is to be entered on the KHSAA website. No student-athlete is eligible to participate in a contest at any level unless currently included in the online eligibility system.

Within the rules of the particular sport (detailed in the Competition Rules), additions and deletions may be made throughout the regular season. Each sport has specific deadlines which shall be followed for postseason roster entries, including specific event entries in some sports. The Principal or Designated Representative should be familiar with the restrictions for each sport.

The standard game contracts (KHSAA Form GE14) allow the member schools to request the exchange of eligibility lists/rosters as a condition of the contract. This is not a state requirement for all contests and should be delineated in the contract. Exchange of eligibility lists is done using the online roster system reports.

Each Principal shall also develop a mechanism to check eligibility under KHSAA Bylaw 5.

At the close of each academic year, each member school shall compile an Annual Participation List which shall be compiled from the online roster system and shall list all of the individuals who competed at any level in practice, scrimmages or contests for the school at the freshmen, junior varsity or varsity level during that school year. The list shall specifically designate those players who have engaged in a varsity contest during the year for the purpose of verifying transfer restrictions if necessary.

Case BL-17-2- If a principal unknowingly plays an ineligible player, shall the school be penalized?

Each case is reviewed on its own merits whenever a student is found to have played while ineligible. Pursuant to Bylaw 17, Sec. 4, if a student enters a scrimmage or contest and is not eligible, when the facts were present to prevent such an error, the school shall be penalized in accordance with Bylaw 27.