

**Approved Minimum Satisfactory Progress (Expanded Chart)**  
**(effective August 1, 2015)**

Credits to Graduate	24.0	24.5	25.0	25.5	26.0	26.5	27.0	27.5	28.0	28.5	29.0	29.5
Required Prior to Year 2	4.5	4.5	4.5	4.5	4.5	4.5	5.0	5.0	5.0	5.0	5.0	5.5
Required Prior to Year 3	10.0	10.0	10.5	10.5	11.0	11.0	11.0	11.5	11.5	12.0	12.0	12.5
Required Prior to Year 4	17.0	17.0	17.5	18.0	18.5	18.5	19.0	19.5	19.5	20.0	20.5	21.0
Credits to Graduate	30.0	30.5	31.0	31.5	32.0	32.5	33.0	33.5	34.0	34.5	35.0	35.5
Required Prior to Year 2	5.5	5.5	5.5	5.5	6.0	6.0	6.0	6.0	6.0	6.0	6.5	6.5
Required Prior to Year 3	12.5	12.5	13.0	13.0	13.5	13.5	14.0	14.0	14.0	14.5	14.5	15.0
Required Prior to Year 4	21.0	21.5	22.0	22.0	22.5	23.0	23.5	23.5	24.0	24.5	24.5	25.0
Credits to Graduate	36.0	36.5	37.0	37.5	38.0	38.5	39.0	39.5	40.0	40.5	41.0	41.5
Required Prior to Year 2	6.5	6.5	6.5	7.0	7.0	7.0	7.0	7.0	7.5	7.5	7.5	7.5
Required Prior to Year 3	15.0	15.5	15.5	15.5	16.0	16.0	16.5	16.5	17.0	17.0	17.0	17.5
Required Prior to Year 4	25.5	26.0	26.0	26.5	27.0	27.0	27.5	28.0	28.5	28.5	29.0	29.5
Credits to Graduate	42.0	42.5	43.0	43.5	44.0	44.5	45.0	45.5	46.0	46.5	47.0	47.5
Required Prior to Year 2	7.5	7.5	8.0	8.0	8.0	8.0	8.0	8.5	8.5	8.5	8.5	8.5
Required Prior to Year 3	17.5	18.0	18.0	18.0	18.5	18.5	19.0	19.0	19.5	19.5	19.5	20.0
Required Prior to Year 4	29.5	30.0	30.5	30.5	31.0	31.5	32.0	32.0	32.5	33.0	33.0	33.5
Credits to Graduate	48.0	48.5	49.0	49.5	50.0	50.5	51.0	51.5	52.0	52.5	53.0	53.5
Required Prior to Year 2	9.0	9.0	9.0	9.0	9.0	9.0	9.5	9.5	9.5	9.5	9.5	10.0
Required Prior to Year 3	20.0	20.5	20.5	21.0	21.0	21.0	21.5	21.5	22.0	22.0	22.5	22.5
Required Prior to Year 4	34.0	34.5	34.5	35.0	35.5	35.5	36.0	36.5	37.0	37.0	37.5	38.0
Credits to Graduate	54.0	54.5	55.0	55.5	56.0	56.5	57.0	57.5	58.0	58.5	59.0	59.5
Required Prior to Year 2	10.0	10.0	10.0	10.0	10.5	10.5	10.5	10.5	10.5	10.5	11.0	11.0
Required Prior to Year 3	22.5	23.0	23.0	23.5	23.5	24.0	24.0	24.0	24.5	24.5	25.0	25.0
Required Prior to Year 4	38.0	38.5	39.0	39.5	39.5	40.0	40.5	40.5	41.0	41.5	42.0	42.0
Credits to Graduate	60.0	60.5	61.0	61.5	62.0	62.5	63.0	63.5	64.0	64.5	65.0	65.5
Required Prior to Year 2	11.0	11.0	11.0	11.5	11.5	11.5	11.5	11.5	12.0	12.0	12.0	12.0
Required Prior to Year 3	25.5	25.5	25.5	26.0	26.0	26.5	26.5	26.5	27.0	27.0	27.5	27.5
Required Prior to Year 4	42.5	43.0	43.0	43.5	44.0	44.5	44.5	45.0	45.5	45.5	46.0	46.5
Credits to Graduate	66.0	66.5	67.0	67.5	68.0	68.5	69.0	69.5	70.0	70.5	71.0	71.5
Required Prior to Year 2	12.0	12.0	12.5	12.5	12.5	12.5	12.5	13.0	13.0	13.0	13.0	13.0
Required Prior to Year 3	28.0	28.0	28.0	28.5	28.5	29.0	29.0	29.5	29.5	29.5	30.0	30.0
Required Prior to Year 4	47.0	47.0	47.5	48.0	48.0	48.5	49.0	49.5	49.5	50.0	50.5	50.5
Credits to Graduate	72.0	72.5	73.0	73.5	74.0	74.5	75.0	75.5	76.0	76.5	77.0	77.5
Required Prior to Year 2	13.5	13.5	13.5	13.5	13.5	13.5	14.0	14.0	14.0	14.0	14.0	14.5
Required Prior to Year 3	30.5	30.5	31.0	31.0	31.0	31.5	31.5	32.0	32.0	32.5	32.5	32.5
Required Prior to Year 4	51.0	51.5	52.0	52.0	52.5	53.0	53.0	53.5	54.0	54.5	54.5	55.0
Credits to Graduate	78.0	78.5	79.0	79.5	80.0	80.5	81.0	81.5	82.0	82.5	83.0	83.5
Required Prior to Year 2	14.5	14.5	14.5	14.5	15.0	15.0	15.0	15.0	15.0	15.0	15.5	15.5
Required Prior to Year 3	33.0	33.0	33.5	33.5	34.0	34.0	34.0	34.5	34.5	35.0	35.0	35.0
Required Prior to Year 4	55.5	55.5	56.0	56.5	57.0	57.0	57.5	58.0	58.0	58.5	59.0	59.0



## School Representation Eligibility Certificate

**NOTE: This form must be completed and a copy maintained at the school for inspection at the request of the OSAA prior to participation by a student who does not attend the school he or she wished to represent.**

Name of Student \_\_\_\_\_ Birth Date \_\_\_\_\_  
Month / Day / Year

Activity or sport student wishes to participate in \_\_\_\_\_

Name of school student wishes to represent \_\_\_\_\_ City \_\_\_\_\_

Name of school student attends \_\_\_\_\_ City \_\_\_\_\_

Check type of school the student attends:

Full Member Private School       Associate Member School       Home School

Name of parents and address of Joint Residence \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### ACADEMIC HISTORY

Date of first enrollment in high school or 9<sup>th</sup> grade registration in home school \_\_\_\_\_

If home school student, date and score of last test \_\_\_\_\_

Date(s) of enrollment and name(s) of any other high school(s) attended:

Freshman Year \_\_\_\_\_

Sophomore Year \_\_\_\_\_

Junior Year \_\_\_\_\_

Senior Year \_\_\_\_\_

Does the student satisfy the OSAA academic eligibility requirements (Rule 8.1.) by:

Being enrolled full time during the last grading period?  YES  NO (Check One)

Attending regularly during the last grading period?  YES  NO (Check One)

Making "Satisfactory Progress Toward Graduation" as defined by OSAA?  YES  NO (Check One)

### CERTIFICATION BY SUPERINTENDENT OR PRINCIPAL

I certify that I have investigated the data herein contained and, to the best of my knowledge and belief, this student is eligible under OSAA rules.

Attending School Signature \_\_\_\_\_  
Superintendent or Principal \_\_\_\_\_  
Date

Participating School Signature \_\_\_\_\_  
Superintendent or Principal \_\_\_\_\_  
Date

### CERTIFICATION BY PARENT

Under penalty of perjury, I affirm that no coach, parent, administrator, teacher or other representative of the current school initiated contact or offered any inducements for the purpose of having the student attend the current school for athletic participation.

Signature \_\_\_\_\_  
Parent \_\_\_\_\_  
Date

**School Representation Eligibility Checklist  
For a Student Who Does Not Attend the School He or She Wishes to Represent**

**INTRODUCTION:** Under certain restricted circumstances, OSAA rules allow students who are not attending a member school to represent that school in competition. The eligibility rules governing that participation vary somewhat depending upon the school the student is attending. This list of questions is intended to serve as a checklist of questions to assist administrators in determining whether a student who does not attend a school is eligible to represent that school in competition.

**ALL PARENTS SHALL BE ASKED ABOUT AFFILIATION.** In general, a student is ineligible for one calendar year if within the past calendar year the student participated on a non-school team affiliated with the school to which the student is transferring or may represent under **Rule 8.5. School Representation** or **Article 6.5. Cooperative Sponsorship** or if the student received athletic instruction from a person affiliated with the school.

- ❖ If the answer to any of these questions is “YES,” the student may be ineligible, and you should not allow the student to represent the school in competition until eligibility has been thoroughly investigated and confirmed.
  1. Did your son / daughter participate on a non-school team coached by a member of our school’s coaching staff?
  2. Did your son / daughter participate on a non-school team on which a majority of the members of the team were students who attend our school?
  3. Did your son / daughter receive athletic instruction from a person affiliated with our school?

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- ❖ If the answer to any of the questions **below** is “NO,” the student may be ineligible, and you should not allow the student to represent the school in competition until eligibility has been thoroughly investigated and confirmed.

**FULL MEMBER PRIVATE SCHOOL.** Questions public school personnel should ask of a full member private school student who wishes to represent his or her resident public school in competition.

1. Is the private school you are attending a full member of the OSAA?
2. Is the Joint Residence of you and your parents located within the attendance boundaries of our high school?
3. Is the activity in which you wish to participate unavailable at the private school you are attending?
4. Have both the principal at your private school and the principal at our high school agreed to allow you to represent our school in competition?
5. Have you been attending your current school for at least one calendar year?

**ASSOCIATE MEMBER SCHOOL.** Questions public school personnel should ask of an associate member school student who wishes to represent his or her resident public school in competition.

1. Is the school you are attending an Associate Member of the OSAA? <http://www.osaa.org>
2. Is the Joint Residence of you and your parents located within the attendance boundaries of our high school?
3. Have you been attending your current school for at least one calendar year?
4. Private or Alternative Schools: Have both the principal at your school and the principal at our high school agreed to allow you to represent our school?

**HOME SCHOOL.** Questions school personnel should ask of a home school student who wishes to represent his or her resident public school in competition or wishes to represent a private school located within the resident public school attendance boundaries.

1. Is the Joint Residence of you and your parents located within the attendance boundaries of our public high school, or within the attendance boundaries of the public high school in whose attendance boundaries our private high school is located?
2. Were you registered as a home-schooled student with our local educational service district (ESD) prior to the first day of the school year?
3. If you transferred from a public or private school to a home school setting, were you academically eligible at the time of the transfer?
4. If you represented a high school in competition within the past calendar year, do you intend to represent the same school this year?
5. Did you achieve at least the minimum test score (23<sup>rd</sup> percentile) on one of the required achievement tests accepted by the Oregon Department of Education prior to August 15? Tests approved for assessment of satisfactory progress by home school students are the two most recent versions of the following tests:

Iowa Tests of Basic Skills  
Stanford 9<sup>th</sup> Edition

**TerraNova 2 / CAT6 (CTBS/TerraNova/CAT)**  
**TerraNova 3 (CTBS/TerraNova/CAT)**

6. Does your home school education utilize a parent and/or private instructor only (versus an online program)?



## Home School Eligibility Parent Checklist

Oregon law ([ORS 339.030](#), [ORS 339.035](#), and [ORS 339.460](#)) and OSAA regulations allow activities participation by home school students at OSAA member schools under certain circumstances. This checklist is intended to assist parents in determining whether their home schooled child is eligible under the applicable regulations to participate at an OSAA member school. **Be aware that the OSAA has eligibility rules beyond those required by the ODE.** More specific information, and answers to specific eligibility questions are also included in a pamphlet on the OSAA website, "[OSAA Home School Pamphlet](#)," or by calling the OSAA Office at 503.682.6722.

A home schooled student may be eligible to represent an OSAA member school in competition ONLY if the answer to each of the following questions is, "Yes."

Yes No N/A **Name of Student** \_\_\_\_\_

Was your **student** registered as a home school student with the local education service district (ESD) prior to the first day of school at the school the student wishes to represent in competition this year?

If your **student** wishes to represent a PUBLIC high school in competition, is your Joint Residence within the attendance boundaries of the public high school **they** wish to represent?

If your **student** wishes to represent a PRIVATE high school in competition, is your Joint Residence within the attendance boundaries of the public high school in whose attendance boundaries the private high school is located?

Does your **student** meet all of the participation requirements of the high school **they** wish to represent in competition except class attendance or academic eligibility requirements?

Does your **student** meet the same standards of behavior and performance including related class or practice requirements that must be met by the other student participants at the high school **they** wish to represent in competition?

Has your **student** taken the achievement test required annually at the end of the school year (by August 15) of all home school students wishing to participate in activities, and achieved a minimum score (23<sup>rd</sup> percentile)? (NOTE: The test is NOT required of students prior to entering the 9<sup>th</sup> grade for the first time.)

Tests approved for assessment of satisfactory progress by home school students are the two most recent versions of the following tests:

Iowa Tests of Basic Skills **TerraNova 2 / CAT6 (CTBS/TerraNova/CAT)**

Stanford 9<sup>th</sup> Edition **TerraNova 3 (CTBS/TerraNova/CAT)**

If your **student** transferred from a public or private high school to a home school within the last two school years, was the student academically eligible to participate in OSAA activities at the time of the transfer?

If your **student** transferred from a public or private high school to a home school within the last calendar year, did the transfer occur in between school years or during the school year but without a change to the student's school of representation?

If your **student** has represented a high school in competition within the past calendar year, do **they** intend to represent the same school this year?

Does your **student** meet all OSAA age and duration of eligibility (5<sup>th</sup> year) restrictions?

**Parent Signature** \_\_\_\_\_

**Date** \_\_\_\_\_



## Student Intent to Transfer Certificate

**NOTE:** This form, or its substantial equivalent, must be completed and a copy maintained at the receiving school for inspection at the request of the OSAA prior to the student's affiliation with the school to which the student is transferring. See **Rule 8.6.5, "Transfers to a School with Affiliation"** outlined on the back of this document for more information.

**Completion of this form does not confirm the student's eligibility at the receiving school. Eligibility is subject to all other Association Rules and Regulations.**

Name of Student \_\_\_\_\_ Birth Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month / Day / Year

Name of Parents and Address of Joint Residence \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

School Currently Attending \_\_\_\_\_ City \_\_\_\_\_

School to Which Transferring \_\_\_\_\_ City \_\_\_\_\_

Intended Transfer Date \_\_\_\_\_

### CERTIFICATION BY ADMINISTRATOR OF SCHOOL CURRENTLY ATTENDING

I affirm that I am aware of the above student's intent to transfer **as indicated** above.

Signature \_\_\_\_\_  
Administrator \_\_\_\_\_  
Date

### CERTIFICATION BY PARENT AND STUDENT

Under penalty of perjury, I affirm that no coach, parent, administrator, teacher or other representative of the **receiving** school initiated contact or offered any inducements for the purpose of having the student attend the **receiving** school for athletic participation. **I understand that the student hereafter may become ineligible if a coach with whom the student has been affiliated in the past calendar year is subsequently hired by the receiving school.** I also affirm that there has been no affiliation, as stated in OSAA Rule 8.6.5, prior to the signing of this certificate by all parties above.

Parent Signature \_\_\_\_\_  
Date

Student Signature \_\_\_\_\_  
Date

### CERTIFICATION BY ADMINISTRATOR OF SCHOOL TO WHICH TRANSFERRING

I affirm that I am aware of the above student's intent to transfer **as indicated** above. **I understand that the student hereafter may become ineligible if a coach with whom the student has been affiliated in the past calendar year is subsequently hired by the receiving school.** I also affirm that there has been no affiliation, as stated in OSAA Rule 8.6.5, prior to the signing of this certificate by all parties above.

Signature \_\_\_\_\_  
Administrator \_\_\_\_\_  
Date

## Excerpt OSAA Handbook, Rules, Rule 8.6.5, Transfers to a School with Affiliation

## 8.6.5. Transfers to a School with Affiliation.

Despite compliance with the other provisions of these Rules, a high school student who attends, participates or was eligible to participate for a school, and then transfers to another school is ineligible for one calendar year from the last date of participating or receiving instruction as described below under any of the following circumstances:

- (a) The student transfers from a public, private or charter school within one calendar year after:
- (1) Participating in non-school athletics (e.g. AAU, American Legion, club team, or other non-school teams) on a team affiliated with the school to which the student transfers or may represent under Rule 8.5. – School Representation or Article 6.5. Cooperative Sponsorship, AND/OR
  - (2) Receiving athletic or activities instruction, including weight training and conditioning, from a person affiliated with the school to which the student transfers or may represent under Rule 8.5. – School Representation or Article 6.5. Cooperative Sponsorship.

**EXCEPTION:** The eligibility of a full member private school student who transfers to a public school at which the student has previously been a participant in a school sport or activity is not affected by this rule for said sport or activity. The eligibility of an Associate Member school student who transfers to or from a public school at which the student has previously been a participant in a school sport or activity is not affected by this rule for said sport or activity.

- (b) The student transfers from a home school within one calendar year after:
- (1) Participating in non-school athletics (e.g. AAU, American Legion, club team, or other non-school teams) on a team affiliated with the school to which the student transfers or may represent under Rule 8.5. – School Representation or Article 6.5. Cooperative Sponsorship, AND/OR
  - (2) Receiving athletic or activities instruction, including weight training and conditioning, from a person affiliated with the school to which the student transfers or may represent under Rule 8.5. – School Representation or Article 6.5. Cooperative Sponsorship.

**EXCEPTION:** The eligibility of a home school student who transfers to or from a public or private school at which the student has previously been a participant in a school sport or activity or was eligible to participate in a school sport or activity is not affected by this rule for said sport or activity.

1. **Q.** At what point is a student considered a member of a non-school affiliated team?  
**A.** If a student participates in a practice or contest, that student is considered a team member and is a part of the roster.
2. **Q.** What constitutes a “team affiliated with the school”?  
**A.** A team is considered to be “affiliated with the school” if more than half the number of students on the team’s roster or regularly participating in practices or contests are from that school.
3. **Q.** Who is considered to be a part of the school coaching staff?  
**A.** A coach (paid or volunteer) is anyone involved in coaching a team that has contact with students more than three times in a sports season.
4. **Q.** Does Transfer Rule 8.6.5. apply to incoming 9th graders?  
**A.** No, all students are eligible when they enter the beginning year of a four-year (grades 9-12) high school for the first time.
5. **Q.** How may a student document that the transfer process was initiated prior to participating on a non-school team associated with the school to which the student is transferring?  
**A.** The student should complete the “Student Intent to Transfer Certificate,” or its substantial equivalent, prior to participation at the school to which the student is transferring.
6. **Q.** If a student receives instruction from a coach, then the coach moves to a different school, may the student transfer to the “new” school of the coach without jeopardizing his or her eligibility?  
**A.** No. The student’s eligibility may be in jeopardy if the student transfers to the school where that coach currently coaches regardless of whether the coach’s current school is where the coach was employed at the time of the instruction. The student’s potential ineligibility is linked to the coach from whom instruction was received, not to the school of the coach at the time of the instruction.
7. **Q.** Under Transfer Rule 8.6.5., if a student receives instruction from a coach who is also **their** parent, then the coach/parent moves to a different school, may the student transfer to the “new” school of the coach/parent without jeopardizing **their** eligibility?  
**A.** Yes, provided that within the last calendar year the student has not received instruction from any other person affiliated with the school to which the student transfers and/or the student has not participated on a team affiliated with the school to which the student transfers.
8. **Q.** Does receiving athletic instruction or attending a camp or clinic at which a person affiliated with the school to which a student transfers place the student’s eligibility in jeopardy under Rule 8.6.5.?  
**A.** Yes. Further, any time a student and coach attend the same camp, instruction is considered to have taken place.
9. **Q.** If less than one calendar year has passed since a student-received instruction from a coach and the student transfers to the school of that coach, is the student eligible?  
**A.** No. The period of ineligibility for a student who transfers to a school with which an instructor is affiliated (or with which a non-school team is affiliated) is one calendar year from the last time the student received instruction from the coach (or played for the school). For example, if the student transfers to the school within one calendar year of receiving instruction, the student is ineligible until one calendar year has passed since the last date of instruction.
10. **Q.** If a student is ineligible for one year because the student participated on a non-school team associated with a school prior to transferring to that school, may the student file a hardship appeal to regain eligibility?  
**A.** If application of the rule will work an undue hardship upon the student due to circumstances beyond the control of each of the student and the student’s parent(s), the school at which the student wishes to participate may submit an Eligibility Request Form to the District Committee to petition for reinstatement of eligibility.
11. **Q.** If a student participates as part of a cooperative sponsorship for one school and then transfers to the other school in the cooperative sponsorship, does the student remain eligible?  
**A.** No, because the transfer is to a school with affiliation.

See OSAA Handbook, Rules, Rule 8.6.5., “Transfers to a School with Affiliation” for additional information.



## Eligible Student Transfer Certificate

**NOTE: This form must be completed and maintained at the school for inspection at the request of the OSAA prior to participation by the student listed below in any interscholastic contest.**

Name of School \_\_\_\_\_ City \_\_\_\_\_

Name of Student \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month / Day / Year

Name of parents and address of joint residence \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's Place of Birth \_\_\_\_\_ Student's Age \_\_\_\_\_

### ACADEMIC HISTORY

Date of first enrollment in high school or registration in home school \_\_\_\_\_

If home school student, date and score of last test \_\_\_\_\_

School from which transferring \_\_\_\_\_ Dates Attended \_\_\_\_\_

Last date that student attended classes, games or practices at school from which transferring \_\_\_\_\_

If transferring between school districts under teams of a Reciprocal Transfer Agreement, mark here: \_\_\_\_\_

Attach documentation to support the fact that the transfer has been approved by both the sending and receiving school districts.

Date(s) of enrollment and name(s) of any other high school(s) attended:

Freshman Year \_\_\_\_\_

Sophomore Year \_\_\_\_\_

Junior Year \_\_\_\_\_

Senior Year \_\_\_\_\_

Does the student satisfy the OSAA academic eligibility requirements (Rule 8.1) by:

Being enrolled full time during the last grading period? YES NO (Circle One)

Attending regularly during the last grading period? YES NO (Circle One)

### CERTIFICATION BY SUPERINTENDENT OR PRINCIPAL

I certify that I have investigated the data herein contained and, to the best of my knowledge and belief, this student is eligible under OSAA rules.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
*Superintendent or Principal*

### CERTIFICATION BY PARENT

Under penalty of perjury, I affirm that no coach, parent, administrator, teacher or other representative of the current school initiated contact or offered any inducements for the purpose of having the student attend the current school for athletic participation.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
*Parent*

**DEFINITION OF TRANSFER**

A student “transfers” if the student attended classes (or studied at a home school) or participated in any practices or interscholastic activities at another high school.

**SAMPLE QUESTIONS SCHOOL PERSONNEL SHALL ASK PARENTS OF TRANSFER STUDENTS:**

These samples are examples of questions that shall be asked of parents in order to verify that OSAA transfer regulations have been satisfied. (Please see the “Rules” section of the OSAA Handbook for specific transfer regulations.)

If the answers to any of the questions listed below create uncertainty about eligibility of the transfer student, school personnel should not allow the student to represent the school in competition until the eligibility of the student has been confirmed. Contact OSAA staff to discuss the eligibility of individual students about whom there are questions.

**ALL PARENTS OF TRANSFER STUDENTS SHALL BE ASKED ABOUT AFFILIATION:**

In general, a transfer student is ineligible for one calendar year if, prior to completing the Student Intent to Transfer Certificate, or its substantial equivalent, the student participated on a non-school team affiliated with the school to which the student is transferring or if the student received athletic instruction from a person affiliated with the school.

1. Prior to completing the Student Intent to Transfer Certificate, or its substantial equivalent, did your **student** participate on a non-school team coached by a member of our school’s coaching staff?
2. Prior to completing the Student Intent to Transfer Certificate, or its substantial equivalent, did your **student** participate on a non-school team on which a majority of the members of the team were students who attend our school?
3. Prior to completing the Student Intent to Transfer Certificate, or its substantial equivalent, did your **student** receive athletic instruction from a person affiliated with our school?

**TRANSFERS INVOLVING A MOVE INTO THE SCHOOL DISTRICT BY THE STUDENT’S ENTIRE FAMILY:**

In general, a transfer student is immediately eligible only if the entire family vacates their previous residence and takes up permanent residence in your school district.

1. Does your entire family plan to make our community your permanent home?
2. Has your entire family moved into our community?
3. Do you understand that it must be your intent to take up permanent residence in our community in order for your **student** to be eligible?
4. Has your entire family totally vacated your previous residence?
5. Have you changed your mailing address and address on your driver’s license to a permanent address in our community?
6. Have you resigned from your job in your previous community?
7. Have you registered to vote in our community?
8. Can you show a rent receipt?
9. Has there been a legal separation or divorce? If so, do you have documentation to that effect?

**TRANSFERS INVOLVING A STUDENT WHO TRANSFERS UNDER THE TERMS OF A RECIPROCAL TRANSFER AGREEMENT BETWEEN SCHOOL DISTRICTS WITHOUT A MOVE OF THE PARENTS:**

In general, a student is immediately eligible when **they** transfer under the terms of a Reciprocal Transfer Agreement between school districts only if the transfer occurs between school years and the student maintains a Joint Residence with **their** parents.

1. Do you have documentation to support the fact that your transfer has been approved by the sending and receiving school districts under the terms of a reciprocal transfer agreement?
2. Do you understand that your transfer must occur in between school years in order for your **student** to be immediately eligible?
3. Do you understand that the student must maintain a Joint Residence to be immediately eligible?

**TRANSFERS INVOLVING A STUDENT TRANSFERRING TO OR FROM A PRIVATE SCHOOL OR A HOME SCHOOL WITHOUT A MOVE OF THE PARENTS:**

In general, a student is immediately eligible when **they** transfer to or from a private school only if the transfer occurs between school years and the student maintains a Joint Residence with **their** parents.

1. Do you understand that making this transfer during the school year may result in your **student** being ruled ineligible?
2. Did your **student** maintain a Joint Residence with **their** parents prior to the transfer and are **they** continuing to do so?

**TRANSFERS INVOLVING A STUDENT RETURNING TO THE RESIDENT SCHOOL DISTRICT:**

In general, a student is immediately eligible when **they** transfer to the resident public school and the student maintains a Joint Residence with **their** parents.

1. Do you understand that making this transfer during the school year may result in your **student** being ruled ineligible?
2. Did your **student** maintain a Joint Residence with **their** parents prior to the transfer and are **they** continuing to do so?
3. Is your mailing address a permanent address in our community?
4. Did you plan to continue to make our community your permanent home?





## Foreign Student Eligibility Checklist

### Excerpt OSAA Handbook, Rules

#### 8.6.3. Exceptions to Fundamental Rule.

##### (c) Foreign students on CSIET approved programs. [\(CSIET List\)](#)

**Rule:** A student from a foreign country who is on a CSIET approved program is eligible for one year from the date of enrollment if the following criteria are met:

- (1) The student is attending a school in the attendance boundary where the host family resides.
- (2) The student satisfies the OSAA age requirement.
- (3) The student has not completed the equivalent of twelve years of education (excluding kindergarten).
- (4) The student has not previously attended a high school in the United States.
- (5) Neither the school the student attends nor any person affiliated with the school has had any input in the selection of the student.
- (6) The host family is not a member (paid or voluntary) of the school's athletic department nor the coach/director of a non-athletic activity.
- (7) The student is not a "direct placement." A student is considered to be a "direct placement" for the purposes of this rule if the student was placed in a specific high school and/or with a specific host family as a result of a request from the student or the student's family.
- (8) The student has not been terminated from the CSIET program.

Any hardship Eligibility Request Form submitted on behalf of a foreign student shall be submitted directly to the Executive Director (Rule 8.6.8). See OSAA Handbook, Rules for additional information.

A foreign student is eligible to represent an OSAA member school when first enrolling in the school ONLY if:

- The foreign student first enrolls as an entering ninth grade student, OR
- The foreign student is attending school as a representative of a CSIET approved program AND the answer to each of the following questions is, "Yes."

Name of Student \_\_\_\_\_

CSIET Program \_\_\_\_\_

Yes No N/A

- Is the foreign student attending school in the attendance boundary where the host family resides?
- Does the foreign student's age satisfy OSAA age restrictions?
- Has the foreign student completed eleven or fewer years of education (excluding kindergarten)?
- Is this the first time that the foreign student has attended high school in the United States?
- Is it an accurate statement that no person affiliated with the school had any input in the placement of the foreign student at the school?
- The host family is not a member (paid or voluntary) of the school's athletic department nor the coach/director of a non-athletic activity.
- Is it an accurate statement that the foreign student was not a "direct placement" at the school? (Under OSAA Rules, a student is considered to be a "direct placement" if "...the student was placed in a specific high school and/or with a specific host family as a result of a request from the student or the student's family.")
- Is it an accurate statement that the foreign student has not been terminated from the CSIET program?

If the answer to any of the above questions is, "No," the foreign student is ineligible to represent a member school for one calendar year.

Host Parent Signature \_\_\_\_\_

Date \_\_\_\_\_



## Oregon School Activities Association

25200 SW Parkway Avenue, Suite 1  
Wilsonville, OR 97070  
503.682.6722 <http://www.osaa.org>



### ELIGIBILITY REQUEST FORM – PRIMER FOR PARENTS

OSAA Student Eligibility Request Forms are filled out by school administrators electronically through the OSAA website. Parents can help with the process by knowing what information is required to complete a waiver form. Administrators need to provide the following information:

- **Student Information** – including name, date of birth, parent/guardian, address, etc.
- **Waiver Type** – type of eligibility waiver (see OSAA Handbook, Rule 8)
- **Enrollment Records** – student's academic history by semester/trimester
- **Additional Correspondence\*** – some eligibility waivers require additional information or correspondence that will need to be uploaded as a separate file and attached to the request (letters, transcripts, etc.)
- **Affirmation Signatures** – in order for your request to be submitted, you must read and agree to the Affirmation Statement (school administrator and student's parent/guardian or host-family); this can be done via an electronic signature.

#### \* **Additional Correspondence**

Types of additional correspondence include:

#### Transcripts

- Current high school
- Previous high school

#### School Records

- Attendance records
- Letter authorizing release of school records to OSAA

#### Letter of Explanation

- Student and parent or guardian
- School representative
- Other letters as relevant

#### Age & Fifth Year Information/Documentation

- Gap in student's academic progress
- Credit deficiency
- Classes needed to graduate
- Individualized Educational Program (IEP)
- Student's disability per ADA

*The best way to get this information to your school administrator is to e-mail electronic versions, like PDF or Word documents.*



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August 26, 2020

To: Athletic Directors and Head Football Coaches  
From: Brad Garrett, Assistant Executive Director  
Subject: Heads Up Football Requirements for 2020-21

OSAA Executive Board Policy requires that “any football coach complete the USA Football Heads Up Certification prior to assuming coaching duties and to recertify annually prior to the beginning of each Association year. Additionally, each member school sponsoring football is required to identify a Player Safety Coach. Each Player Safety Coach is required to attend an in person clinic biennially prior to the start of the Association year that is conducted by a USA Football Master Trainer in preparation for implementing and overseeing the primary components of Heads Up Football at their school.”

### PLAYER SAFETY COACHES

Considering the situation that we all currently find ourselves trying to navigate it has become obvious that conducting any in person Player Safety Coach clinics during the 2020-21 Association year will not be possible. Therefore, the Executive Board has made the decision to extend the Player Safety Coach certification an additional year for those coaches with a current expiration date before 3/10/2020. Athletic Directors should update the expiration date for any impacted PSC to 3/11/2020.

### HEADS UP CERTIFICATION

All coaches will need to complete the following courses prior to the start of the 2020-21 season. You can find these courses on NFHS Learn at <https://nfhslearn.com/HeadsUpFootball>. Three of the four courses are free – coaches will need to pay \$10 for the Blocking and Defeating Blocks, Shoulder, Tackling & Equipment Fitting.



Blocking and Defeating  
Blocks, Shoulder Tackling &  
Equipment Fitting

\$10



Concussion in Sports

Free!



Heat Illness Prevention

Free!



Sudden Cardiac Arrest

Free!

Beginning August 31 coaches will need to have completed Concussion in Sports, Heat Illness Prevention, and Sudden Cardiac Arrest if they are planning on conducting conditioning and/or weight training workouts with athletes. Blocking and Defeating Blocks, Shoulder Tackling & Equipment Fitting must be completed prior to start of the season (February 22, 2021).

Completing these requirements does not remove a coach's responsibility to complete Fundamentals of Coaching (Once) and Anabolic Steroids and Performance-Enhancing Substances Training (Once every 4 years).

If you have additional questions, please feel free to contact me at [bradg@osaa.org](mailto:bradg@osaa.org) or 503-682-6722 ext 229.