



## 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?