

**NEW STUDENT – TRANSFER INFORMATION**

To be completed by new student and parents. For internal school use; do not send this form to the MHSAA.

This form is designed to assist in researching athletic eligibility at Michigan High School Athletic Association member schools for students in grades 9-12, except those entering the 9<sup>th</sup> grade for the first time.

**(THIS SECTION TO BE COMPLETED BY THE SCHOOL)**

**NUMBER OF CREDITS  
EARNED IN THE  
PREVIOUS SEMESTER  
AND ON THE OFFICIAL  
BOOKS OF THE SCHOOL**

**OFFICIAL ENROLLMENT**

DATE \_\_\_\_/\_\_\_\_/\_\_\_\_ SCHOOL YEAR 20\_\_\_\_ - 20\_\_\_\_

Number of semesters in grades 9-12 completed to date \_\_\_\_

Has the student repeated any grades, 9-12? Yes \_\_\_\_ No \_\_\_\_

NAME \_\_\_\_\_ GRADE \_\_\_\_\_ BIRTHDATE \_\_\_\_/\_\_\_\_/\_\_\_\_

CURRENT (NEW) ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE OF RESIDENCE CHANGE INTO CURRENT (NEW) ADDRESS \_\_\_\_\_

CURRENT (NEW) PUBLIC SCHOOL DISTRICT IN WHICH YOU RESIDE \_\_\_\_\_

OLD HOME ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

OLD PUBLIC SCHOOL DISTRICT OF RESIDENCE \_\_\_\_\_

PARENT(S) or GUARDIAN(S) \_\_\_\_\_ Phone: \_\_\_\_\_

1. The last school the student attended: \_\_\_\_\_

2. While enrolled at former school, the student lived with \_\_\_\_\_  
(Parents, guardians, siblings, or others)

YES NO The student lived with the above for at least 30 days during the most recent previous semester.

3. The student now lives with \_\_\_\_\_  
(Parents, guardians, siblings, or others)

**CIRCLE THE CORRECT ANSWER:**

4. 8 9 10 11 12 is the grade student completed at previous school.

5. YES NO The student participated in a high school (9-12) program as an 8<sup>th</sup> grader. Year \_\_\_\_\_

6. YES NO The school previously attended is a nonpublic, private or parochial school.

7. YES NO The student is a "Ward of the Court/State" and was placed in this school by court order.

8. YES NO The student is a foreign exchange student. COUNTRY \_\_\_\_\_  
EXCHANGE PROGRAM \_\_\_\_\_ VISA: F-1 J-1

9. YES NO The student is married.

10. YES NO The student's previous school has been closed, dissolved or reorganized.

11. YES NO The student's parents are divorced. If divorced, give decree date: Month \_\_\_\_\_ Year \_\_\_\_\_

12. YES NO The student is 18 or under; if 19 his/her birthday is on or after Sept. 1 of this school year.

13. YES NO Last year, the student was a student at a boarding school, or while enrolled out of state attended a sports academy.

14. YES NO The student is 18 and moved into this district without parents.

15. YES NO The student is a 9<sup>th</sup> or 10<sup>th</sup> grader and has not participated in any MHSAA sponsored sport.

16. YES NO The student participated in a cooperative program involving his/her previous school and this school.

17. YES NO The student wishes to discuss his/her situation with the athletic director.

**OVER**

**THIS FORM MUST BE GIVEN TO THE ATHLETIC DIRECTOR OR PRINCIPAL FOR IMMEDIATE EVALUATION**

**STUDENT OR PARENTS - DO NOT WRITE BELOW THIS LINE**

**School Administrators should Complete the following:**

The eligibility status of this student at \_\_\_\_\_ High School is checked below.

\_\_\_\_\_ This student is IMMEDIATELY ELIGIBLE to participate in interscholastic athletics.

\_\_\_\_\_ This student will be eligible upon completion and processing of the Educational Transfer Form.

\_\_\_\_\_ There is a question about the eligibility of this student and he/she may not participate in interscholastic athletics until written permission is given by the Principal.

\_\_\_\_\_ This student is NOT ELIGIBLE to participate in interscholastic athletics.

\_\_\_\_\_ This student may be ELIGIBLE effective \_\_\_/\_\_\_/\_\_\_

SIGNED: \_\_\_\_\_  
Athletic Director

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_  
Principal

DATE: \_\_\_\_\_

**DO NOT SEND THIS FORM TO THE MHSAA**

**This form is intended for local use only – MAY BE DUPLICATED**

This form was designed to assist schools in compiling information to determine eligibility under MHSAA Regulations. It is not possible to immediately and unconditionally determine eligibility.

Schools should fill in their school name at the top of page 2 and provide copies of forms to be included in the enrollment material. Schools should make this form available in the guidance, administration and athletic offices. Request that the form be submitted as soon as possible after enrollment, to the athletic director for his/her evaluation. Schools may meet with students and parents to further clarify eligibility issues.

**Assistance in Applying the MHSAA Transfer Rule and Interpretations**

**The reverse side of this form is based upon the following MHSAA Regulations, Sections and Interpretations. Administrators should consult the *MHSAA Handbook* and then, if necessary, the MHSAA staff to assist in processing a new student transfer. The only interpretations that are official are interpretations received in writing.**

The boxed information is intended to provide evidence to address Regulation I, Section 2 (age eligibility), Section 4 (maximum semesters of enrollment), Section 7 (previous semester record), and Section 9(A) (transfer student). A transfer student must be enrolled prior to set dates to participate in MHSAA tournaments (eg. before Oct. 1 for Fall sports).

The CAPITALIZED INFORMATION on residence relates to Regulation I, Section 9 exceptions regarding residence change "from one public school district to a different public school district." Exceptions 1,2,3, 4, 5, 8, and 12.

Line 1: Indicates type of school: public, nonpublic or charter school.

Lines 2/3: Regulation 1, Section 9(A), Exception 1, (30 days) Interpretations #64 and #74.

Line 4: Determine grade level. Regulation 1, Section 9(A), Exceptions 10 and 11.

Line 5: Regulation I, Section 1(D) and Regulation III, Section 2(D), Interpretation #78 and Section 7.

Line 6: Verification of line 1 and Interpretation #60.

Line 7: Regulation I, Section 9(A), Exception 3.

Line 8: Regulation 1, Section 9(A), Exception 4. J-1 VISA usually (not always) provides eligibility. The F-1 VISA is not issued to exchange students. See Interpretations #80-83 and August *MHSAA Bulletin* for CSIET listing.

Line 9: Regulation I, Section 9(A), Exception 5.

Line 10: Regulation I, Section 9(A), Exception 6.

Line 11: Regulation I, Section 9(A), Exception 8 (allowed one time. See Educational Transfer Form).

Line 12: Regulation I, Section 2.

Line 13: Regulation I, Section 9(A), Exception 2 or Exception 1, Interpretation #65 (out-of-state sports academy).

Line 14: Regulation I, Section 9(A), Exception 12 (allowed one time. See Educational Transfer Form).

Line 15: Regulation I, Section 9(B). Subvarsity for 9<sup>th</sup> or 10<sup>th</sup> grade students with no athletic participation.

Line 16: Regulation I, Section 9(C).

Line 17: Acknowledges that the student or parents need to discuss the matter of eligibility further.