

# HOW TO FILL OUT THE CIF APPLICATION FOR RESIDENTIAL ELIGIBILITY

Please follow the steps while completing the form. Each step is labeled with a number.

1. Fill in students name, date of birth and current year in school. If it is summer please list the year he/she will be entering.
2. List your current address. Is this a Central Unified Address? If not, be sure to notify the Athletic Director.
3. List the address that you moved from. If you are checking FULL FAMILY MOVE you must make sure that parents and children will be moving into the new school district. All family members must vacate the property.
4. List the previous school and new school attending
5. List the first and final date of attendance at your previous school. List the first day the athlete will attend school at the new school.
6. List any other High Schools and dates attended. List the first date that you attended any practice at your old school for this school year. If you didn't attend a practice this school year put down NA (not applicable).
7. Below are the transfer possibilities that are available to all athletes. We have attached a brief description to allow you to choose which one fits you and your athlete best.
  - a. SIT OUT PERIOD: The CIF has passed a sit-out period which allows athletes to transfer one time without moving. Students will become eligible on the dates specified below assuming they have enrolled and attended the first day of school and are not applying for a hardship. A student may practice with their school team during the Sit Out Period. There are no appeals under the Sit Out Period. The only question that can be raised is if the Section office has interpreted the documents correctly under one of the hardship exceptions. A student that transfers after the date of a schools first game will have their eligibility date determined by the Section office so their Sit Out Period is the same duration.
    - i. **Fall Sports:**                      **October 5, 2015/October 3, 2016**
    - ii. **Winter Sports:**                      **January 4, 2016/January 2, 2017**
    - iii. **Spring Sports:**                      **April 4, 2016/ April 3, 2017**

\* A student transferring for the second time will only be approved for a hardship if they qualify under one of the hardship exceptions. The Sit Out Period will not be an option for a student transferring a second time.

# HOW TO FILL OUT THE CIF APPLICATION FOR RESIDENTIAL ELIGIBILITY

- b. NO SPORTS WITHIN 12 MONTHS: Check this box if your athlete has not been in trouble in their last school and has not played any sports within the last 12 months. You will be immediately eligible under this option
  - c. TRANSFER LIMITED ELIGIBILITY: Check this box if you would like your athlete to compete immediately at the frosh-soph level without any Sit Out Period. A student choosing this option will not be eligible to compete at the varsity level, including post-season competition, in that sport for the remainder of the school year.
  - d. HARDSHIP: Under the new rules hardships have been tightened up, and each exception must be well documented. Financial, medical and family hardships have been removed. Here are the allowable hardships. Keep in mind that a hardship denial means that you cannot use the Sit Out Period.
    - i. Court Ordered transfer – Speaks for itself
    - ii. Children of Divorced Parents – only applies to immediate divorces not divorces in the past; only applies to NEW custody agreements issued by the court, not former custody agreements. Must include the custody change document. Parent separation does not meet the criteria.
    - iii. Individual student safety – Only applies when there is documentation from the former school or a police report of a specific safety incident in which the student was directly involved
    - iv. Individual Student Safety Incident: only applies when there is documentation from the former school or a police report of a specific safety incident in which the student was directly involved and which caused the need for the transfer.
    - v. Discontinued Program – If a school no longer fields a sport or program in question.
    - vi. Foster Children – Will need a statement from an agency placing a child in the new school.
    - vii. Board of education Ruling – This exception deals with a boundary change within a district.
    - viii. Military Service – Please Contact the CIF
    - ix. Return to Previous school
  - e. FOREIGN EXCHANGE: Check this box if the program is approved by the CIF and list the attendance area of the host family.
  - f. FOREIGN EXCHANGE: Check this box if the program is not approved by the CIF.
8. Mark all the boxes that apply to any sports participated in the last 12 months before your transfer.

# HOW TO FILL OUT THE CIF APPLICATION FOR RESIDENTIAL ELIGIBILITY

9. The former Athletic Director will sign off to verify that you did play the sports checked.
10. A student must have been eligible at their previous school with appropriate grades and no discipline issues in order to be given a hardship exception or a SOP ruling. Student who were not academically eligible at their previous school will not be given a ruling until they have attended the new school for one grading period and the Section office is forwarded documentation to prove that they are academically eligible at the new school.
11. Parent and student signature to release information

## BACKSIDE OF THE FORM

Do not fill out the top box. It will be done by your previous school.

### 510 PRE ENROLLMENT CONTACT:

#### Section 1: SIGN IF TRUE:

By signing in this area you are stating that you have not had any prior contact with parent, coaches or booster club members of Central High School. Keep in mind that Club and AAU is considered prior contact.

#### Section 2: SIGN IF EITHER #1 ABOVE IS **NOT** TRUE

By signing here you are not admitting guilt just stating that there may have been some prior contact. This does not mean that you will be found ineligible it merely gives you a chance to explain what contact occurred and let the CIF know up front. If you attempt to hide information it is highly likely that the previous school will bring it up when they are asked to sign their portion of the Eligibility form. Please attach a letter explaining which of the above statements are in question.

The Bottom portion will be filled out by Central and sent to your previous school for verification. Once it has been verified and signed by your previous school it will be sent to the Central Section office where they will make a ruling.