



**KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
APPLICATION FOR ATHLETIC ELIGIBILITY FOR
DOMESTIC STUDENTS**

KHSAA Form DP06
Rev.06/19
Page 1 of 9

INCOMPLETE OR ILLEGIBLE FORMS WILL BE RETURNED WITHOUT PROCESSING.

USE PAGE 1 OF THIS FORM TO DETERMINE IF THE STUDENT HAS PREVIOUSLY PARTICIPATED AT THE VARSITY LEVEL. IF SUCH PARTICIPATION IS VERIFIED ON PAGE 1, THE REMAINING PAGES MUST BE COMPLETED AND EXCHANGED BETWEEN THE SCHOOLS.

THIS INFORMATION IS TO BE COMPLETED BY THE RECEIVING SCHOOL (KHSAA SCHOOL DESIRING ELIGIBILITY FOR THE STUDENT.)

Information Needed		These lines are to be completed by the Receiving School			
Student Name					
Date of Enrollment at Receiving School					
Name of Receiving School					
Current Grade in school					
Student's Enrollment History (list school(s) attended each year since initial enrollment in grade nine (9))	Grade	School	Dates	Varsity Play (Yes/No)?	
Birth Date			Age (as of this date)		
Print Name of Person Signing this Form		Position in School			
Date	Signature	Daytime Phone			

NOTE: THIS FORM IS TO BE SENT TO ANY AND ALL SENDING SCHOOL(S) THE STUDENT HAS ATTENDED WITHIN THE 365 DAYS FOLLOWING THE DATE OF LAST PARTICIPATION AFTER COMPLETION OF THE ABOVE SECTION TO DETERMINE IF ADDITIONAL INFORMATION IS NECESSARY.

THE FOLLOWING INFORMATION IS TO BE COMPLETED BY THE SENDING SCHOOL

Information Needed		Completed by the sending School			
Name of Sending School (must be sent to all schools in which the student has been enrolled in the past 365 days)					
Complete Address of Sending School					
Phone Number of Sending School					
1	Has this student participated in VARSITY interscholastic athletics in Baseball, Basketball, Cross Country, Football, Field Hockey, Golf, Soccer, Fast Pitch, Swimming, Tennis, Track, Volleyball or Wrestling representing this school after enrolling in grade 9 and within the last 365 days? (check response)	YES	NO		
2	Is it documented that the student is returning to the receiving school and this school is the last school for which the student participated at the varsity level and the student has not established eligibility by participating at another school (in or out of state)?	YES	NO		
3	Is this student changing schools due to a complete redistricting of students by the local board of education due to consolidation, closure or single school splitting into multiples schools and in accordance with the non-optional actions of the local Board of Education?	YES	NO		
4	Is this student transferring from a non-member school located in Kentucky?	YES	NO		
5	Is this student transferring to the receiving school and the school has verified copies of orders from a branch of the United States military service including a permanent Change of Station or Change of Duty Status?	YES	NO		
Print Name of Person Signing this Form		Position in School			
Date	Signature	Daytime Phone			

NOTE: THIS FORM IS NOW TO BE SENT BACK TO THE RECEIVING SCHOOL

FURTHER INSTRUCTIONS FOR RECEIVING SCHOOL

NOTE: If the response to Questions 1 from the Sending School is NO, or the response to Questions 2, 3, 4 or 5 is YES, no ruling will be necessary by the KHSAA. A copy is to be placed on file at the receiving school until the student graduates. The receiving school is accountable for any inaccuracies in this information including potential forfeiture of contests and other penalties contained in Bylaw 27. If the response to Question 1 IS YES and the response to Questions 2, 3, 4 and 5 are NO, then complete the remainder of the form for submission to the KHSAA.

The complete text of Bylaw 6 and the interpretations of the rule are in both the KHSAA Handbook as well as on the KHSAA website <http://khsaa.org/>. Rulings are issued based solely on the issue of Bylaw 6. No verbal statement in addition or in contradiction to these materials shall apply. It is the School's obligation to inform the student of this ruling. If facts or circumstances change, contact the Commissioner's Office because this could affect or change the ruling. If an aggrieved party is dissatisfied with this decision, an appeal may be taken in the manner and within the time set forth in the KHSAA Due Process Procedure.



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TRANSFER FORM – RECEIVING SCHOOL SUPPLEMENTAL INFORMATION
TO BE COMPLETED IF THE STUDENT HAS PARTICIPATED IN VARSITY ATHLETICS AFTER ENROLLING IN GRADE NINE
THE FOLLOWING INFORMATION IS TO BE COMPLETED BY THE RECEIVING SCHOOL AND ALL INFORMATION ON THESE PAGES SHOULD THEN
BE FORWARDED TO THE SENDING SCHOOL IN ORDER TO ALLOW THAT SCHOOL TO COMPLETE THEIR PORTION OF THE FORM.

1	Student Name						
2	Sport	Participation in Last 365 Days (Yes/No)	Date of Last Participation		Sport	Participation in Last 365 Days (Yes/No)	Date of Last Participation
	Baseball				Softball (Fastpitch)		
	Basketball				Swimming and Diving		
	Cross Country				Tennis		
	Football				Track and Field		
	Field Hockey				Volleyball		
	Golf				Wrestling		
	Soccer						
3	Name of person with legal custody (residential custodian charged with care and support) of this student (Mother, Father, Other). Response should include the name of the individual and the relationship to the student.						
4	Street Address of this student and family while attending the Receiving School (use 911 address, do not use PO Box)						
5	Name of the person with whom the student currently resides at the address as listed above. Response should include the name of the individual and the relationship to the student. If this individual(s) is different than the response to number 3 above, please explain. Attach additional response if necessary.						
6	Date the student and family moved into the address listed in Question 4?						
7	Phone number (day and night) of student and family according to school records.						
8	The Receiving School requests a waiver of the one-year period of ineligibility due to the satisfying of one of the stated exceptions in the rule (check one)						
	a) Reassignment by Board of Education (no ruling necessary per page 1)						
	b) Transfer from Non-Member school located in Kentucky (no ruling necessary per page 1)						
	c) Military Assignment as Documented by Orders (no ruling necessary per page 1)						
	d) Bona fide Change in Residence By the Entire Family Unit						
	e) Divorce						
	f) Change in Sole Custody						
	g) Change in Joint Custody						
	h) Death of One or More Custodial Parents						
	i) Boarding School						
	j) Cessation of School Program						
	k) Anti-Bullying Exception						
9	Please check if this student does not meet a stated exception however eligibility is requested under the discretionary provisions of the Due Process Procedure. Describe the circumstances that result in the member school, with acknowledgement of both the contents of Bylaw 6, and the fact that this student meets no published exception, concluding that the facts warrant the ruling officer to consider a waiver of the one-year period of ineligibility:						

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Complete questions 10-16 if the response to Question 8 is (d) and the school is applying for a waiver of the Bylaw according to section 2, subsection (d), Bona fide Change in Residence. If applying for this exception, additional written documentation is required to accompany this form to verify the circumstances surrounding the bona fide change which may include sales documents, contracts or rental agreements. Carefully read the definition of a bona fide change in address, along with each question and request for information.

d) BONA FIDE CHANGE IN RESIDENCE - The period of ineligibility may be waived if there has been a bona fide change in residence by the parents and student that precedes a student's change of schools.

For purposes of this bylaw, a bona fide change of residence means the uninterrupted moving of the permanent residence of the entire family unit of the student as composed when the student was eligible at the sending school (including one or both parents if at that residence) from one school district or defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. To be considered bona fide, the change must remain uninterrupted for the entire period during which the student would have been ineligible if the exception was not applied. A student who becomes emancipated does not have a bona fide change of residence by virtue of his or her emancipation and change of residence for purposes of satisfying this exception.

Determinations of whether a student shall be granted a waiver pursuant to this exception shall be based on the circumstances existing as of the date of enrollment at the new school.

10	Who owns/leases/rents the Receiving School residence listed in Question 4? (parents, relative, etc)			
11	Status of CURRENT residence listed in Question 4?			
	Property is owned by student's custodial family			
	Property sale is pending (ENCLOSE COPY OF CONTRACT OR SALE PENDING VERIFICATION)			
	Property is lease/rental property with a minimum of at least a 12-month lease agreement (PROVIDE COPY OF LEASE)			
	Other arrangement (detail on line below)			
12	Does any member of the school system staff, including but not limited to coaching or athletic staff members, have any ownership interest in the property listed in Question 4?	YES		NO
13	What specific public/independent school district includes the address listed in Question 4 above (list specific public school not school system; in the case of multiple schools, list the "resides" or assigned school).			
14	Status of former residence listed in Question 32? RECEIVING SCHOOL MAY NEED TO WAIT TO COMPLETE THIS INFORMATION UNTIL SENDING SCHOOL PORTION IS COMPLETE			
	House has been sold and closing has been completed.			
	House has been listed with a realtor (A COPY OF LISTING AGREEMENT MAY BE REQUIRED)			
	House has been listed, sale is pending (A COPY OF CONTRACT OR SALE PENDING VERIFICATION MAY BE REQUIRED)			
	House is still owned/maintained by custodial family			
	Rental/Lease agreement has expired and property is leased/rented to another party outside of the custodial family (ADDITIONAL DOCUMENTATION MAY BE REQUIRED)			
	Other arrangement (detail below)			
15	If the Status in question 14 IS STILL OWNED/MAINTAINED, is the residence occupied by a member of the student's family? (IF YES, DETAIL BELOW)	YES		NO
16	For purposes of this bylaw, a bona fide change of residence means the moving of the permanent residence of the entire family of the student and the student's parents from one school district or defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. A student who becomes emancipated does not have a bona fide change of residence by virtue of his or her emancipation and change of residence for purposes of this bylaw. According to this definition , does this member school claim that this student and his/her custodial family had a bona fide change in residence?	YES		NO
<p>Complete question 17 if the response to Question 8 is (e) and the school is applying for a waiver of the period of ineligibility according to section 2, subsection (e) Divorce. If applying for this exception, additional written documentation is required to accompany this form to document that the action preceded the first date of enrollment for the student. Carefully read this exception, along with the request for information.</p> <p>e) DIVORCE- The period of ineligibility may be waived in the event of a dissolution of marriage (i.e. a final and legally binding divorce decree from a court of competent jurisdiction) or properly recorded legal separation (i.e. a legally binding separation decree from a court of competent jurisdiction) of the parents and a change in the residence of the student pursuant to a court order granting custody of the child to one of the parents with whom the student shall reside.</p> <p>The grant of this waiver shall only apply to the member school in the school district in which the residence of the custodial parent is located.</p>				

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Determinations of whether a student shall be granted a waiver pursuant to this exception shall be based on the circumstances existing as of the date of enrollment at the new school.				
17	Has there been a divorce degree or legal separation issued by a court of competent jurisdiction followed by a court order granting custody of the student to the parent with whom the student resides? IF RESPONSE IS YES, A COPY OF THE DATED CUSTODY ORDER MAY BE REQUIRED.	YES		NO
Complete question 18 if the response to Question 8 is (f) and the school is applying for a waiver of the period of ineligibility according to section 2, subsection (c) Change of Sole Custody. If applying for this exception, additional written documentation is required to accompany this form to document that the action preceded the first date of enrollment for the student. Carefully read this exception, along with the request for information. f) CHANGE OF SOLE CUSTODY - The KHSAA shall not recognize guardianship or similar arrangements made, for purposes of this bylaw. The period of ineligibility may be waived if it is shown that custody of the student has been taken from one or both parents and given to the other parent or a third person by a court of competent jurisdiction and under circumstances indicating: (1) the parent(s) are unfit or (2) the court finds that the health and welfare of the student would be better served by the change in custody. The grant of this waiver shall only apply to the member school in the school district in which the residence of the custodial parent is located. Determinations of whether a student shall be granted a waiver pursuant to this exception shall be based on the circumstances existing as of the date of enrollment at the new school.				
18	Is this student changing schools due to that order or due to a change in the original sole custody order? IF RESPONSE IS YES, A COPY OF THE DATED COURT ORDER OR STATE AGENCY ORDER IF A WARD OF THE STATE MAY BE REQUIRED.	YES		NO
Complete question 19 if the response to Question 8 is (g) and the school is applying for a waiver of the period of ineligibility according to section 2, subsection (g) Change of Joint Custody. If applying for this exception, additional written documentation is required to accompany this form to document that the action preceded the first date of enrollment for the student. Carefully read this exception, along with the request for information. g) CHANGE OF JOINT CUSTODY - In the event joint custody is awarded to both parents, for purposes of this bylaw, the student shall initially be eligible where either parent resides. The eligibility of a student may be restored one time if, after establishing eligibility and complying with the initial court order granting joint custody, a student relocates to permanently reside with the other custodial parent. The grant of this waiver shall only apply to the member school in the school district in which the residence of the custodial parent is located. After this one time move by the student to the other custodial parent all subsequent moves between parents shall require a period of ineligibility of one year. Determinations of whether a student shall be granted a waiver pursuant to this exception shall be based on the circumstances existing as of the date of enrollment at the new school.				
19	Is this student changing schools due to that order or due to a change in the original joint custody order? IF RESPONSE IS YES, A COPY OF THE DATED COURT ORDER OR STATE AGENCY ORDER IF A WARD OF THE STATE MAY BE REQUIRED.	YES		NO
Complete question 20 if the response to Question 8 is (h) and the school is applying for a waiver of the period of ineligibility according to section 2, subsection (d) Death. If applying for this exception, additional written documentation is required to accompany this form to document that the action preceded the first date of enrollment for the student. Carefully read this exception, along with the request for information. h) DEATH - The period of ineligibility may be waived in the event the death of one or both of the student's custodial parents creates the circumstances that the transfer to another secondary school is deemed appropriate. Determinations of whether a student shall be granted a waiver pursuant to this exception shall be based on the circumstances existing as of the date of enrollment at the new school				
20	Is this transfer due to the death of one or both of the student's custodial parents?	YES		NO
Complete question 21 if the response to Question 8 is (i) and the school is applying for a waiver of the period of ineligibility according to section 2, subsection (i) Boarding School. Carefully read this exception, along with the request for information. i) BOARDING SCHOOLS - The period of ineligibility may be waived for a student entering a boarding school on a full-time basis as a boarding school student, or a student returning from a boarding school to the school attended immediately prior to enrollment in the boarding school; where attendance in the boarding school was required by order of the court or by recommendation of the principal of the school attended immediately prior to attendance at the boarding school. A boarding school is defined as a school that has an enrolled resident boarding school population in the ninth through 12th grades of at least fifty (50) percent of the full-time student body for each of the last four years. A boarding school must have appropriate dormitory facilities to house, feed and provide general living accommodations for boarding students, and must have properly trained supervisory personnel on duty at all times. A boarding school must be recognized as a boarding school in its own literature and must be verified by the Kentucky Department of Education and/or the Southern Association of Colleges and Schools. A boarding student, to qualify for the exception, must spend at least an average of five (5) days per week living and boarding on campus while school is in session. Coaches and other individuals employed by or associated with a boarding school's athletic program shall not serve as the boarding supervisor or otherwise live with boarding students in school housing. Only those schools that qualify as boarding schools as defined herein may provide any assistance for room and board to students who participate in interscholastic athletics and only if such assistance is based on financial need. In no other schools may room and board expense be included in the determination of school expenses and financial need. The Ruling Officer is required to have verification that the move to or from the boarding school is by order of the Principal (sending) or a court of competent jurisdiction in order for this exception to apply.				

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Determinations of whether a student shall be granted a waiver pursuant to this exception shall be based on the circumstances existing as of the date of enrollment at the new school.				
21	Is this student entering or returning from a Boarding school where attendance was required by order of the courts or by recommendation of the Principal of the school attended immediately prior to attendance at the Boarding school? IF RESPONSE IS YES, A COPY OF LETTER FROM COURT/PRINCIPAL MAY BE REQUIRED.	YES		NO
<p>Complete question 22 if the response to Question 8 is (j) and the school is applying for a waiver of the period of ineligibility according to section 2, subsection (j) Cessation of School Program. Carefully read this exception, along with the request for information.</p> <p>j) CESSATION OF SCHOOL PROGRAM – The period of ineligibility may be waived in the event of a school remaining open but notifying the Association in writing that it is discontinuing its varsity participation in an Association sponsored sport (regular and postseason) in which the student had previously participated after enrolling in grade nine (9).</p>				
22	Is this student transferring from a school that has discontinued participation in an Association sponsored sport in which this student previously participated while attending that school?	YES		NO
<p>Complete question 23 if the response to Question 8 is (k) and the school is applying for a waiver of the period of ineligibility according to section 2, subsection (k) Anti-Bullying Exception. Carefully read this exception, along with the request for information.</p> <p>k) ANTI-BULLYING EXCEPTION- The period of ineligibility may be waived for a student when it is documented, at the time of the original transfer eligibility submission, that a student is a victim of bullying as defined in KRS 158.148 and in which bullying has been documented to the school district in accordance with the statute and local board of education related regulations, and as a result of this documented harassment, intimidation or bullying, the student is compelled to transfer, provided:</p> <ol style="list-style-type: none"> 1) The school district's and member school's anti-bullying policies and procedures have been substantially followed and complied with and a copy of which policies have been provided to the KHSAA along with the request for eligibility; and 2) The school district or member school secures the appropriate releases from the student/student's parents authorizing the member school to provide a complete record of the events and circumstances on which the policies and procedures were initiated, and the member school provides such records at the time of the transfer ruling request submission including: <ol style="list-style-type: none"> a) A specific, detailed report of the prohibited incident(s); b) An outline of the procedures used to respond to and investigate the reported incident(s); c) A copy of the findings that were a result of the complaint process and investigation; d) A specific, detailed disciplinary procedure for any individual found guilty of harassment, intimidation or bullying; e) All reports of notification to parents or guardians of any student involvement in the incident(s); and f) A report of the intervention strategies and remedial action the school has undertaken to assist the student and redress the complaint. 3) In concurrence with KRS 158.148, this exception shall not be used for any isolated incidents or alleged incidents of bullying, nor as a means to prohibit civil exchange of opinions or debate or cultural practices protected under the state or federal Constitution where the opinion expressed does not otherwise materially or substantially disrupt the education process, nor can this exception be used in cases where there has been no contemporaneous reporting of the alleged bullying harassment or intimidation. 				
23	Is this transfer due to the student being a victim of bullying as defined in KRS 158.148 and in which the bullying has been documented? IF RESPONSE IS YES, A COPY OF THE DOCUMENTATION MAY BE REQUIRED.	YES		NO
<p>Complete question 24 if the response to Question 8 is (d), (e), (f), (g), (h), (i), (j) or (k) is YES and the school is applying for a discretionary waiver of the period of ineligibility from the ruling officer. By responding Yes to question 24, I am attesting that I have reviewed all sources of information and that none of the situations listed below in (a), (b), (c) or (d) exist.</p> <p>A waiver of the period of ineligibility is not required to be granted for those students satisfying one of the exceptions in Sec 2:</p> <ol style="list-style-type: none"> a) If the satisfying of one of the exceptions is used or manipulated for the purpose of gaining athletic eligibility; b) If the change in schools is to nullify or circumvent implementation of Board of Education, School Based Decision Making or school imposed policy which would have resulted in the student's ineligibility at the sending school in accordance with KHSAA Bylaws or Competition Rules; c) If the satisfying of one of the exceptions by the student and the parent(s) does not reasonably precipitate a transfer to the new school; or d) If the change in schools is motivated in whole or part by a desire to participate in athletics at the new school, including: <ol style="list-style-type: none"> (1) If a student participates on a school team that is coached by a coach associated in that same sport at a high school, and the student then transfers to the member school where the coach is employed (paid or volunteer at any level); (2) If a student participates on nonschool (i.e. AAU, American Legion, club settings, summer program, etc.) team that is affiliated with or coached by a coach associated in that same sport at a member school and the student then transfers to the member school where a coach is employed (paid or volunteer at any level); or (3) If the student resides with any athletic coach or any other member of the school staff or team member (including parents and boosters). 				
24	I have verified that the situations listed above that would restrict a waiver for those satisfying the discretionary provisions of the rule do not exist.	YES		NO
25	ADDITIONAL COMMENTS. Please record any additional notes concerning school change or the case involving this student (<u>attach additional letter if necessary or if more space is needed</u>)			
INCLUDE ANY DOCUMENTATION THAT IS REQUESTED OR THAT YOU FEEL IS RELEVANT TO THE CONSIDERATION OF THE WAIVER.				

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PARENT/CUSTODIAL FAMILY SIGNATURES AND CERTIFICATIONS

I attest that the information provided to the member school is accurate, and acknowledge that failure to provide complete and accurate information could lead to ineligibility of the student-athlete in question.
 I understand that if the waiver of the one-year period of ineligibility is granted, changing schools will be reviewed under the guidelines of Bylaw 6 and a new ruling issued.

Custodial Parent Signature			
Print Name of Person Signing			
Email Address (for data gathering purposes only, no rulings can be made via electronic mail)			
Date		Signature	
		Daytime Phone	

RECEIVING SCHOOL SIGNATURES AND CERTIFICATIONS

As Principal or Designated Representative of this KHSAA member school, I hereby verify that this student meets all eligibility rules and regulations as promulgated; hereby certify that the student was not recruited for athletic purposes by any official or unofficial representative of the school. It is the recommendation of the undersigned Principal or Designated Representative that the period of ineligibility for transferring students (one year from the date of last participation) is waived and that he/she be declared eligible immediately to represent my school in interscholastic athletics at the varsity level.
 I understand that the Principal's signature does not represent a final ruling in the case.
 I understand that if the waiver of the one-year period of ineligibility is granted, that changing schools will be reviewed under the guidelines of Bylaw 6 and a new ruling issued.
 I hereby certify that the information provided on this form is true and accurate to the best of my ability and that disagreements as to material facts in the case or verification of evidence shall be resolved by the Commissioner's Office.

Principal / Designated Representative Signature			
Position at the School			
Email Address (for data gathering purposes only, no rulings can be made via electronic mail)			
Daytime Phone Number		Date Signed	

NOTE: AFTER COMPLETION OF PAGES 2 - 5, THE RECEIVING SCHOOL SHALL FORWARD THE ENTIRE FORM PAGES 1 - 7 TO THE SENDING SCHOOL(S) WHO SHALL HAVE FIFTEEN (15) DAYS TO COMPLETE AND RETURN THE FORM TO THE RECEIVING SCHOOL.

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TRANSFER FORM – SENDING SCHOOL SUPPLEMENTAL INFORMATION
 TO BE COMPLETED IF THE STUDENT HAS PARTICIPATED AT THE VARSITY LEVEL AFTER ENROLLING IN GRADE 9, THE FOLLOWING INFORMATION IS TO BE COMPLETED BY THE SENDING SCHOOL WITHIN FIFTEEN (15) DAYS AND THEN RETURNED TO THE RECEIVING SCHOOL ALONG WITH ANY ADDITIONAL CORRESPONDENCE NECESSARY TO SUPPLEMENT THE RECORD SO THAT THE RECEIVING SCHOOL CAN SUBMIT THE FORM TO THE KHSAA IN ITS ENTIRETY.

Student Name										
25	Date of first entry into Sending school									
26	Grade level of first entry into Sending school (check one)	9		10		11		12		
27	Date of Withdrawal from Sending School									
28	Indicate grade levels in which this student participated at the varsity level.	9		10		11		12		
29	Sport	Participation in Last 365 Days (Yes/No)	Date of Last Participation				Sport	Participation in Last 365 Days (Yes/No)	Date of Last Participation	
	Baseball						Softball (Fastpitch)			
	Basketball						Swimming and Diving			
	Cross Country						Tennis			
	Football						Track and Field			
	Field Hockey						Volleyball			
	Golf						Wrestling			
	Soccer									
30	According to permanent records at the SENDING SCHOOL, Name of person with legal custody (residential custodian charged with care and support) of this student (Mother, Father, Other). Response should include the name of the individual and the relationship to the student									
31	Street Address of this student and family while attending the Sending School (use 911 address, do not use PO Box)									
32	Name of the person with whom the student currently resides at the address as listed above. Response should include the name of the individual and the relationship to the student. If this individual(s) is different than the response to number 31 above, please explain. Attach additional response if necessary.									
33	Phone number (day and night) of student and family at this address according to school records.									
Complete questions 34-39 if the representatives of the RECEIVING SCHOOL have checked box (d) on question 8, indicating that a waiver is being sought according to section 2, subsection (d), Bona fide Change in Residence. If applying for this exception, additional written documentation may be required of the sending school. Carefully read the definition of a bona fide change in address, along with each question and request for information.										
34	Who owns/owned, leases/leased, rents/rented the residence listed in Question 32? (parents, etc)									
35	Does any member of the school system staff, including but not limited to coaching or athletic staff members, have any ownership interest in the property listed in Question 32?						YES		NO	
36	What specific public/independent school district includes the address listed in Question 32 (list specific public school not school system, in the case of multiple schools, list the "resides" or assigned school).									

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37	Status of former residence listed in Question 32?			
	House has been sold and closing has been completed.			
	House has been listed with a realtor (A COPY OF LISTING AGREEMENT MAY BE REQUIRED)			
	House has been listed, sale is pending (A COPY OF CONTRACT OR SALE PENDING VERIFICATION MAY BE REQUIRED)			
	House is still owned/maintained by custodial family			
	Rental/Lease agreement has expired and property is leased/rented to another party outside of the custodial family (ADDITIONAL DOCUMENTATION MAY BE REQUIRED)			
	Other arrangement (detail on line below)			
38	If the Status in line 38 IS STILL OWNED/MAINTAINED, is the residence occupied by a member of the student's family?	YES	NO	
39	For purposes of this bylaw, a bona fide change of residence means the moving of the permanent residence of the entire family of the student and the student's parents from one school district or defined school attendance area into another school district or defined school attendance area prior to a change in enrollment of the student. A student who becomes emancipated does not have a bona fide change of residence by virtue of his or her emancipation and change of residence for purposes of this bylaw. According to this definition , does this member school claim that this student and his/her custodial family had a bona fide change in residence?	YES	NO	
Complete question 40 if the representatives of the RECEIVING SCHOOL have checked box (e) on question 8, indicating that a waiver is being sought according to section 2, subsection (e) Divorce. Carefully read this exception, along with the request for information.				
40	Has there been a divorce decree or legal separation issued by a court of competent jurisdiction followed by a court order granting custody of the student to the parent with whom the student resides? IF RESPONSE IS YES, A COPY OF THE DATED CUSTODY ORDER MAY BE REQUIRED	YES	NO	
Complete question 41 if the representatives of the RECEIVING SCHOOL have checked box (f) on question 8, indicating that a waiver is being sought according to section 2, subsection (f) Change of Sole Custody. Carefully read this exception, along with the request for information.				
41	Is this student changing schools due to that order or due to a change in the original parental custody order? (check response, give details on line 56)	YES	NO	
Complete question 42 if the representatives of the RECEIVING SCHOOL have checked box (g) on question 8, indicating that a waiver is being sought according to section 2, subsection (g) Change of Joint. Carefully read this exception, along with the request for information.				
42	Is this student changing schools due to that order or due to a change in the original parental custody order? (check response, give details on line 56)	YES	NO	
Complete question 43 if the representatives of the RECEIVING SCHOOL have checked box (h) on question 8, indicating that a waiver is being sought according to section 2, subsection (h) Death. Carefully read this exception, along with the request for information.				
43	Is this transfer due to the death of one or more of the student's custodial parents?	YES	NO	
Complete question 44 if the representatives of the RECEIVING SCHOOL have checked box (i) on question 8, indicating that a waiver is being sought according to section 2, subsection (i) Boarding School. Carefully read this exception, along with the request for information.				
44	Is this student entering or returning from a Boarding school where attendance was required by order of the courts or by recommendation of the Principal of the school attended immediately prior to attendance at the Boarding school?	YES	NO	
Complete question 45 if the representatives of the RECEIVING SCHOOL have checked box (j) on question 8, indicating that a waiver is being sought according to section 2, subsection (j) Cessation of School Program. Carefully read this exception, along with the request for information.				
45	Is this student transferring from a school that has discontinued participation in an Association sponsored sport in which this student previously participated while attending that school?	YES	NO	
Complete question 46 if the representatives of the RECEIVING SCHOOL have checked box (k) on question 8, indicating that a waiver is being sought according to section 2, subsection (k) Anti-Bullying Exception. Carefully read this exception, along with the request for information.				
46	Is this transfer due to the student being a victim of bullying as defined in KRS 158.148 and in which the bullying has been documented?	YES	NO	

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Complete question 47 if the response to Question 8 is (d), (e), (f), (g), (h), (i), (j) or (k) is YES or the receiving school is applying for a discretionary waiver of the period of ineligibility from the ruling officer (Question 11). By responding Yes to question 48, I am attesting that I have reviewed all sources of information and that none of the situations listed below in (a), (b), (c) or (d) exist.

A waiver of the period of ineligibility is not required to be granted for those students satisfying one of the exceptions in Sec 2:

- a) If the satisfying of one of the exceptions is used or manipulated for the purpose of gaining athletic eligibility;
- b) If the change in schools is to nullify or circumvent implementation of Board of Education, School Based Decision Making or school imposed policy which would have resulted in the student's ineligibility at the sending school in accordance with KHSAA Bylaws or Competition Rules;
- c) If the satisfying of one of the exceptions by the student and the parent(s) does not reasonably precipitate a transfer to the new school; or
- d) If the change in schools is motivated in whole or part by a desire to participate in athletics at the new school, including:
 - (1) If a student participates on a school team that is coached by a coach associated in that same sport at a high school, and the student then transfers to the member school where the coach is employed (paid or volunteer at any level);
 - (2) If a student receives instruction (paid or unpaid) from a coach associated in that same sport at a high school without expressed consent of the enrolled school, and the student then transfers to the member school where the coach is employed (paid or volunteer at any level);
 - (3) If a student participates on a nonschool (i.e. AAU, American Legion, club settings, summer program, etc.) team that is affiliated with or coached by a coach associated in that same sport at a member school and the student then transfers to the member school where a coach is employed (paid or volunteer at any level); or
 - (4) If the student resides with any athletic coach or any other member of the school staff or team member (including parents and boosters).

47	I have verified that the situations listed above that would restrict a waiver for those satisfying the discretionary provisions of the rule do not exist.	YES		NO	
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48	ADDITIONAL COMMENTS. Please record any notes concerning school change (<u>attach additional letter if necessary or if more space is needed</u>)
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INCLUDE ANY DOCUMENTATION THAT IS REQUESTED OR THAT YOU FEEL IS RELEVANT TO THE CONSIDERATION OF THE WAIVER.

SENDING SCHOOL SIGNATURES AND CERTIFICATIONS

I understand that the Principal's signature does not represent a final ruling in the case.
 I hereby certify that the information provided on this form is true and accurate to the best of my ability and that disagreements as to material facts in the case or verification of evidence shall be resolved by the Commissioner's Office.

Principal / Designated Representative Signature			
Position at the School			
Email Address (for data gathering purposes only, no rulings can be made via electronic mail)			
Daytime Phone Number		Date	

NOTE: AFTER COMPLETION OF PAGES 1-9, THE SENDING SCHOOL SHALL FORWARD THE ENTIRE FORM PAGES 1 – 9 TO THE RECEIVING SCHOOL(S) WHO SHALL FORWARD THE ENTIRE FORM TO KHSAA FOR A RULING.

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