

**2013-14 Principals' Concurrence Regarding Transfer**

**USE THIS FORM TO OBTAIN PRINCIPALS' CONCURRENCE WITH A STUDENT TRANSFER**

When a student transfers to a member school from any other high school, the Receiving School principal/official representative must promptly complete and exchange this form with the principal/official representative of the sending school. **Note: A student is not eligible to participate in an interscholastic contest until the Principals' Concurrence Regarding Transfer Form is fully executed by both principals and is on file in the offices of the school to which the student transfers. REMINDER: CONCURRENCE WITH THE TRANSFER BY BOTH PRINCIPALS/OFFICIAL REPRESENTATIVES IS REQUIRED BUT DOES NOT GUARANTEE OR ASSURE ELIGIBILITY.** In accordance with the IHSA Constitution, only the IHSA's Executive Director may issue an official ruling. If there is any question regarding the student's eligibility, the receiving school should request a ruling from the Executive Director.

(Please Note: "Receiving School" refers to the school into which the student transfers; "Sending School" refers to the school from which the transfer is made.)

**Section 1 -- To be completed by Receiving School and sent to the Sending School for concurrence.**

1. Student's Name: \_\_\_\_\_
2. Receiving School (Indicate Town and School): \_\_\_\_\_
3. Sending School (Indicate Town and School): \_\_\_\_\_
4. Date of Transfer (when student actually began attending class in your school): \_\_\_\_\_
5. Date School Year Began at Your (Receiving) School: \_\_\_\_\_
6. Student's Birth Date: /\_\_\_/\_\_\_/\_\_\_/ Student's School Grade: \_\_\_9 \_\_\_10 \_\_\_11 \_\_\_12
7. \_\_\_ Yes \_\_\_ No Does the student reside full-time with parents, custodial parent or court appointed legal guardian? **List address here:** \_\_\_\_\_
8. \_\_\_ Yes \_\_\_ No Has there been a change in guardianship or custody in conjunction with this transfer?
9. \_\_\_ Yes \_\_\_ No Do you know of any basis for objecting to the student's eligibility? If yes, explain:  
\_\_\_\_\_
10. \_\_\_ Yes \_\_\_ No Do you concur with this transfer? If No, please explain:  
\_\_\_\_\_
11. \_\_\_\_\_  
Signature of Receiving School Principal Date

**Section 2 -- To be completed by Sending School and returned to Receiving School**

12. \_\_\_ Yes \_\_\_ No To your knowledge, is the information provided in Section 1 true and correct?
13. \_\_\_\_\_ Date School Year Began at Your (Sending) School.
14. \_\_\_ Yes \_\_\_ No Was this student ineligible for or suspended from school or athletics at the time of the transfer OR would the student have been ineligible or suspended from school or athletics if he/she remained at your school? If yes, explain and indicate the penalty for the student's violation: (By-law 3.047) \_\_\_\_\_
- 14.1 What penalty was imposed or would have been imposed? \_\_\_\_\_
- 14.2 What is the date on which the period of ineligibility or suspension will be completed? \_\_\_\_\_
15. \_\_\_ Yes \_\_\_ No Did this student participate in a try-out, practice or contest this school year prior to the transfer? If so, what sport(s): \_\_\_\_\_
16. \_\_\_ Yes \_\_\_ No Do you have evidence of recruiting which influenced this transfer? If yes, explain and attach available documentation: \_\_\_\_\_
17. \_\_\_ Yes \_\_\_ No Do you have any reason to object to this student's eligibility? If yes, explain and attach available documentation: \_\_\_\_\_
18. \_\_\_ Yes \_\_\_ No Do you concur with this transfer? If No, please explain:  
\_\_\_\_\_
19. \_\_\_\_\_  
Signature of Sending School Principal/Official Representative Date

THIS FORM MUST BE RETAINED ON FILE BY THE RECEIVING SCHOOL UNTIL THE STUDENT GRADUATES.