

## 2024-2025 IHSA Transfer Eligibility Form

### USE THIS FORM IN CONSIDERATION OF A STUDENT'S ELIGIBILITY AND TO OBTAIN A RULING IN REGARD TO TRANSFER

**By-law 3.040 and all its subsections pertain to the TRANSFER ELIGIBILITY of students in member schools.** When a student transfers to a member school from any other high school, the receiving school principal/official representative must complete this form in consideration of the student's compliance with IHSA eligibility by-laws. Refer to the By-law listed with each question to decide if a ruling by the Executive Director is to be requested. [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.] **Reminder: In accordance with the IHSA Constitution, only the Executive Director may issue an official and binding ruling.**

1. Student's Name: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_
  
2. Student's Grade:   \_\_\_9  \_\_\_10  \_\_\_11  \_\_\_12
  
3. Receiving School (indicate town and school): \_\_\_\_\_
  
4.   \_\_\_ Yes   \_\_\_ No   Did the student participate in a **practice, try-out or interscholastic contest** in the current school year at the sending school? If Yes, list the sport(s):  
\_\_\_\_\_. [By-law 3.042]
  
5.   \_\_\_ Yes   \_\_\_ No   Did the student **and** his/her parents, custodial parent, surviving parent or court appointed legal guardian change residence from one public high school district to a different public high school district in conjunction with this transfer? [By-law 3.040, Subsection 3.043.1]
  - 5.1       If YES to question 5, please provide the address of the previous residence. [By-laws 3.031-3.034]  
\_\_\_\_\_
  
  - 5.2   \_\_\_ Yes   \_\_\_ No   If NO to question 5, is this transfer the first time the student is enrolling in his/her home public high school? [By-law 3.043.3]
  
  - 5.3   \_\_\_ Yes   \_\_\_ No   If NO to question 5, is the transfer a result of a change in the family's financial position? If yes, documentation must be provided. [By-law 3.043.3]
  
  - 5.4   \_\_\_ Yes   \_\_\_ No   If NO to question 5, is the transfer based on extenuating circumstances documented by the sending school's principal or official representative? If yes, documentation must be provided. [By-law 3.043.3]
  
6.   \_\_\_ Yes   \_\_\_ No   Is this transfer from a public high school in a district with more than one public high school to another public high school in the same district? [By-law 3.043.2]
  - 6.1   \_\_\_ Yes   \_\_\_ No   If YES, did the student **and** parents, custodial parent, surviving parent or guardian change residence to a residence within the boundaries of the receiving school? [By-law 3.043.2]
  
7.   \_\_\_ Yes   \_\_\_ No   Do you have information suggesting recruiting in connection with the transfer? [By-law 3.070 and Subsections 3.071-3.073]  
If Yes, explain: \_\_\_\_\_

8.  Yes  No Did the student transfer in conjunction with a modification or other change in legal custody by action of a judge of a court of proper jurisdiction, with custody being awarded to the parent with whom the student currently lives full-time within the district in which the receiving school is located? [By-law 3.043.4]

8.1 If Yes, please provide a copy of the court order assigning custody. [By-law 3.043.4]

9. The student lives full time with:

Both parents at the same residence

Mother who has legal custody (Attach the court order assigning custody)

Father who has legal custody (Attach the court order assigning custody)

Court appointed legal guardian (Attach the court order assigning legal guardianship)

Other, please explain: \_\_\_\_\_

10. Are there circumstances completely beyond the control of the student, parents/guardians and the school which have required the change of guardianship and accompanying transfer of schools? [By-law 3.045] If yes, explain.

Yes  No

11. Factors pertinent to eligibility which are not stated previously: \_\_\_\_\_

12. Sports Participation Record (List all sports and the school which the student participated in a try-out, practice and/or contest. **Indicate none if student did not participate during a grade.**):

9th Grade	10th Grade	11th Grade	12th Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

13. Number of semesters student has already attended high school for at least 10 days:  1  2

3  4  5  6  7  8. If more than 8, how many? \_\_\_\_\_ (Explain):

\_\_\_\_\_  
\_\_\_\_\_

14. Attach the following documents:

14.1  The student's transcript.

14.2  All medical or legal documents or documents from other professional sources which substantiate circumstances which should be considered in ruling on the student's eligibility.

14.3  All court documents signed by a judge, regarding custody or guardianship. (**A Power of Attorney is not sufficient.**)

15. \_\_\_\_\_  
Signature of Receiving School Principal/Official Representative \_\_\_\_\_  
Date

Principals/Official Representatives are held responsible for including correct and accurate information on the form and for the accurate completion of the form. **REMINDER: In accordance with IHSA By-laws, only the IHSA's Executive Director may issue an official ruling.**