

# BOARDING SCHOOL TRANSFER WAIVER

(to be used when a student transfers during the school year)

**Article 12, Section 9, C 16, Boarding School Transfer Rule states:** The Transfer Rule shall be waived for students who transfer to a boarding school at the beginning of a school year, or from a boarding school at the end of a school year. Students who transfer to or from a boarding school during the school year shall be ineligible for Varsity, State Qualifying and State Championship interscholastic participation the remainder of the school year. Students who live with coaches are ineligible (see Section 5, C). At schools with no sub-varsity teams, the student may ask for a waiver to participate on the varsity team during the regular season, but would not be able to participate at either conference or state tournaments. **Article 13, Waivers of Eligibility Rules states:** "...A waiver may only be granted for reasons of hardship or emergency, as described in section 5 below; or because such waiver is required by Federal or State law..."

## A. TO BE COMPLETED BY THE PRINCIPAL OF THE RECEIVING SCHOOL

Name of Student \_\_\_\_\_ Name of Receiving School \_\_\_\_\_ Date Enrolled \_\_\_\_\_

Name of Boarding School \_\_\_\_\_ Date of Withdrawal \_\_\_\_\_

Gender \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ Grade Level at time of transfer \_\_\_\_\_

Confidentiality Requested?  Yes  No

Date First Enrolled in 9th Grade \_\_\_\_\_

List all sports and activities in which the student is seeking to participate.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If the sport is a team sport, list the number of students on the team, not including this student.

\_\_\_\_\_

**(Answer both questions)** If the student joins a team, will he/she be an impact player?  
Will another student be displaced if this student joins the team?

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

Has a coach or any other member of the school's staff encouraged the student to transfer to your school? If yes, please explain.

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

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**Reason for the transfer** - A waiver of the Boarding School Transfer Rule may only be granted if a significant hardship caused the transfer. Hardship and other considerations are spelled out in ASAA Bylaw Article 13, Waiver of Eligibility Rules.

Please complete the information requested on this page and provide written documentation to support the request.

State the reasons for the transfer, including any conditions which you consider to be hardships.

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List the written documentation supporting this request (letters, statements, etc.).

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

### Certification of principal of the Receiving School

The above information is correct, to the best of my knowledge.

Please circle the correct answer to the following statements.

I do\_\_\_ or do not\_\_\_ believe that undue influence was used by a coach or any member of the school staff to encourage this transfer.

I do\_\_\_ or do not\_\_\_ believe that this request meets ASAA’s hardship criteria.

After considering all the information presented in this request, I do\_\_\_ or do not\_\_\_ support the granting of this waiver. Please state reason(s):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Please send this form and a copy of all written documentation to the principal of the Boarding School and to ASAA.

**ALASKA SCHOOL ACTIVITIES ASSOCIATION**  
Scan and email this form to office@asaa.org

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## B. TO BE COMPLETED BY THE PRINCIPAL OF THE BOARDING SCHOOL

Name of Student

Date of Withdrawal

Please check name of boarding school:

- GILA  
  Kuskokwim Learning Academy  
  Nenana  
  Mt. Edgecumbe

Please circle your answers to all of the following questions.

Additional comments may be made on page 4.

1. Was the student eligible to participate in your school's interscholastic program at the time of transfer? Yes or No
2. Did the student practice with or play on any athletic team(s) during the school year of the transfer? Yes or No

If yes, state which teams and whether student completed the season

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3. Prior to transferring, did the student discuss the possibility with any of the school's staff members? Yes or No

If yes, state reason on page under Additional Comments:

If yes, did the staff member explain the Boarding School Transfer Rule and the possible implications of transferring during the school year? Yes or No

4. Have you received the completed Boarding School Transfer Form and all written documents in support of this waiver request from the Receiving School? Yes or No
5. Have you discussed this request with the principal at the Receiving School? Yes or No

Additional Comments (specify page and question number):

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**ALASKA SCHOOL ACTIVITIES ASSOCIATION**

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## Certification by the principal of the Boarding School

Please circle the correct answer to the following statements.

I do \_\_\_ or do not \_\_\_ have reason to believe that undue influence was used by a coach or any member of the receiving school's staff to encourage this transfer.

I do \_\_\_ or do not \_\_\_ believe that this request meets ASAA's hardship criteria.

The above information is correct, to the best of my knowledge. After considering all the information presented in this request,

I do \_\_\_ or do not \_\_\_ support the granting of this waiver. Please state reason(s):

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Signature:

Date:

Phone:

Fax:

Email:

Please send this form and a copy of all written documentation to the principal of the Receiving School and to ASAA.

**FOR OFFICE USE ONLY**

**Executive Director's Decision**

**Executive Director's Signature**

**Date**

APPROVED     DISAPPROVED

**ALASKA SCHOOL ACTIVITIES ASSOCIATION**  
Scan and email this form to [office@asaa.org](mailto:office@asaa.org)