

New Jersey State Interscholastic Athletic Association

Route 130, P.O. Box 487

Robbinsville, NJ 08691

TO: ATHLETIC DIRECTORS

FROM: STEVEN J. TIMKO, EXECUTIVE DIRECTOR

DATE: August 2009

RE: ELIGIBILITY REMINDER

Your school has been selected to submit **all** (boys and girls) eligibility lists to the NJSIAA Central Office. Some schools selected in the previous school year are also being requested for a second time to submit their eligibility lists.

Each year approximately eighty schools are selected to send in their lists for all three sports seasons. This monitoring process has been adopted as a result of suggestions from staff attendance at League and Conference meetings and the Athletic Director's Workshop in Atlantic City.

Attached is a form which you may duplicate for your use in submitting the necessary information for all levels, in all sports. You may choose to submit your own form or computerized lists. This is acceptable provided the following information is included:

- (a) Name of student
- (b) Date of birth
- (c) Documentary proof of age (birth certificate, baptismal certificate, insurance policy or school record)
- (d) Date of first enrollment in ninth grade
- (e) Number of credits earned in previous semester or year
- (f) For students who transfer during the present school year, indicate the school in the last column. Also, make sure that you include the credits passed the previous semester or year.
- (g) 7th and 8th grade participation (attach to this form the name and information of any student who has participated in a 9-12 sports program prior to entry into the 9th grade. **Waivers must be sought for students so listed.**)

PLEASE NOTE: Schools must be prepared to provide the "Place of Birth" of a student when requested.

Please mail your lists *to the attention of Dr. Johnson Harmon* at the Central Office address listed above. Eligibility lists are due to us on the following dates:

Fall Season	-	September 10th
Winter Season	-	December 10th
Spring Season	-	April 1st

Please be reminded that this information is required to be kept on file in the office of the principal as per **Article V, Section 4A. Eligibility Certification** of the NJSIAA Constitution and Bylaws.

SPECIAL NOTE: For the Spring Sports use the column "Credits passed previous semester" for eligibility in 2nd semester" and include 9th graders.

Cc: Principal