

2025 OSSAA
ELIGIBILITY
WORKSHOP





DETERMINING
ELIGIBILITY STATUS
EXCEPTIONS TO RULE
LINKED RULE

STUDENT RECORD FORM



The Student Record Form is designed to be a tool to aid you in determining athletic eligibility for students at your school. Think of it as the Administrator's

"Safety net" – most importantly BE CERTAIN you have this form on file for every student in grades 7-12 whether they are returning or new to your school district.

Print form from [OSSAA.com/eligibility](https://ossaa.com/eligibility) tab; Rank One, etc.



All questions have a YES or NO answer.



Any question with the YES answer should be investigated further prior to allowing the student to participate.

STUDENT RECORD FORM

(TO BE COMPLETED EACH YEAR GRADES 7-12 BY THE STUDENT AND PARENT WITH A SCHOOL ADMINISTRATOR)

NAME OF STUDENT (PRINT) _____ Grade _____ Birth date _____ Age _____

Student's Current Address _____

Last School attended _____

NOTE: STUDENT AND PARENT MUST SIGN BELOW AND EXPLAIN ALL "YES" ANSWERS FROM BELOW ON BACK OF FORM.

YES NO

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. If entering 7 th grade, will you be 14 before September 1? If entering 8 th grade, will you be 15 before September 1? If entering 9 th grade, will you be 16 before September 1? If entering 12 th grade, will you be 19 before September 1? |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Did you fail any classes during the last 18-week grading period? (Rule 3 & 4) |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Are you currently failing any class? (Rule 3) |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Were you ineligible to participate at any time during the last 18-week grading period? (Rules 3 & 4) |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Have you completed all 12 th grade requirements for high school graduation? (Rule 6) |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Have you failed any semesters (received no credit for the semester) since the time you entered the 7 th grade? (Rule 7) |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Since entering 7 th grade, have you ever home-schooled or had an interruption in consecutive semesters of the educational tract? |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Are you now or have you ever repeated any grade since entering the 7 th grade? (Rule 7) |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Do you live with someone now other than whom you lived with last school year? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Do you live with someone other than your parents? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Do you live with only one parent? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Do you live outside this school district? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. Have you participated at more than one school since entering 9 th grade? |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. Have you ever participated at any school outside the district in which both parents had residence? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. Have you ever attended school outside the district where your parents reside? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. Are there other family members in grades K-12 attending a different school district other than the district you are now attending? |
| <input type="checkbox"/> | <input type="checkbox"/> | 17. Were you or your parents having a conflict with a coach, teacher, or administrator at the time you left your previous school? (Rule 4,8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 18. Have you, your parents, or your guardians ever been influenced in any manner by anyone in this school district to attend this school to engage in athletics? (Rule 9) |
| <input type="checkbox"/> | <input type="checkbox"/> | 19. Are you attending a different school than the one you attended last school year? |
| <input type="checkbox"/> | <input type="checkbox"/> | 20. If changing schools this school year, have you been coached, trained, or taken lessons from any coach at the current school in the past 12-month period? (Rule 24) |
| <input type="checkbox"/> | <input type="checkbox"/> | 21. If changing schools this school year, have you participated in a camp or clinic in the past 12-month period with any school coaches (at the new school) who were present at the camp or clinic? (Rule 24) |
| <input type="checkbox"/> | <input type="checkbox"/> | 22. Have you done anything to jeopardize your amateur status such as receiving cash or merchandise connected with an athletic activity? (Rule 5) |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. Is more than one residence owned, rented, or maintained by your parents or guardian? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. Have you ever been granted eligibility based on a dual residence? (Rule 8) |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. Have you ever been granted athletic eligibility on the basis of an OSSAA hardship waiver? (Rule 20) |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. Were you on an approved foreign exchange program last year? (Hardship Waiver Manual-X) |
| <input type="checkbox"/> | <input type="checkbox"/> | 27. Have you participated in a foreign exchange program for more than 365 days? (Hardship Waiver Manual-X) |
| <input type="checkbox"/> | <input type="checkbox"/> | 28. Were you suspended, expelled, or under discipline at the previous school attended? |

Each of the undersigned also acknowledge and agree that identifying information about the above-mentioned student may be disclosed to OSSAA in connection with any investigation or inquiry concerning the student's eligibility to participate and/or any possible violation of OSSAA rules. OSSAA will undertake reasonable measures to maintain the confidentiality of such identifying information, provided that such information has not otherwise been publicly disclosed in some manner.

Incorrect information could result in the student's eligibility being revoked. The penalty for use of an ineligible athlete could result in forfeiture of contests and additional penalties.

(Student)

(Date)

(Parent/Guardian)

(Date)

PLEASE EXPLAIN ALL "YES" ANSWERS IN THE SPACE BELOW.

FOR SCHOOL USE ONLY

TO BE COMPLETED AND CERTIFIED BY SCHOOL ADMINISTRATION

Each school must have the following information on file for each student grades 7-12:

1. Copy of Student Record Form.
2. Student's current Physical Exam

If the student answers no to all of the above questions, you can be reasonably assured he/she is eligible (residence) to participate at your school. This is only an aid to the administrators concerning new students in your school system and does not automatically guarantee a student is eligible. If the student answers yes to any of the questions, further examination is required to determine eligibility status. NOTE: Any outstanding athlete transferring to your district should not be certified for athletic participation without complete information being obtained from all sources concerning the student's athletic eligibility.

Based on the above questions

Student's name - _____ ☐ is eligible ☐ is not eligible
 (PRINT)
 to participate at (school) _____ for the school year 20__ 20__

 (School Administrator Name and Title please print)

 (Date)

 (School Administrator email address please print)



EXCEPTIONS TO THE RESIDENCE RULE (RULE 8)

THERE ARE TWO CRITERIA THE STAFF
CAN CONSIDER TO GRANT AN
EXCEPTION TO RESIDENCE ELIGIBILITY
RULES.



CRITERIA 1--ONE TIME CHANGE OF SCHOOLS

STUDENTS ESTABLISH ELIGIBILITY BY PARTICIPATING (VARSITY OR SUB-VARSITY) AT THE 9TH GRADE LEVEL OR ABOVE.

UNDER THIS EXCEPTION, A STUDENT MAY CHANGE SCHOOLS PROVIDED:

- a. The student has not changed schools and participated since entering the 9th grade while residing in the same residence;
- b. The student continues to reside with the parent and or guardian;
- c. The new school can provide documentation that the student was either approved for enrollment at the receiving (new) school or placed on a waiting list at the receiving (new) school on or before July 15.

Participation defined: Rule 7-2-A: student shall be considered to have participated when the student has appeared in uniform at an interscholastic contest, including an interschool scrimmage, regardless of whether the student physically participates during the contest.



CHANGE OF SCHOOLS FOR STUDENTS ON A TRANSFER

WHEN A STUDENT CHANGES SCHOOLS AFTER ESTABLISHING ELIGIBILITY IN THEIR DISTRICT OF RESIDENCE AN EXCEPTION CAN BE REQUESTED PROVIDED:

- ▶ The student has not changed schools since entering the 9th grade while residing in the same residence and established eligibility at more than one school by participating at any level;
- ▶ The student continues to reside with the parent and or guardian;
- ▶ The new school can provide documentation that the student was either approved as a transfer student; or the student applied for the transfer on or before July 15.

IF ALL THE TENANTS ABOVE ARE MET, THE SCHOOL MAY APPLY FOR ELIGIBILITY FOR THE STUDENT BASED ON A FIRST TIME CHANGE OF SCHOOLS.

STUDENTS TRANSFERRING AND PLACED ON A WAITING LIST

WHEN A STUDENT IS PLACED ON A WAITING LIST AND LATER IS NOTIFIED OF THE TRANSFER APPROVAL, ONCE THE STUDENT IS LEGALLY ENROLLED IN THE SCHOOL THE APPLICATION FOR THE EXCEPTION CAN BE SUBMITTED.

WHEN A STUDENT IS NOTIFIED OF THE TRANSFER BEING APPROVED AND SUBSEQUENTLY DECIDES NOT TO TRANSFER AT THAT TIME, THE STUDENT WILL NOT BE CONSIDERED FOR AN EXCEPTION TO RULE 8 AT A LATER TIME DURING THE SAME SCHOOL YEAR.

WHEN A STUDENT IS NOTIFIED OF THE TRANSFER BEING APPROVED AND THE STUDENT HAS ALREADY PARTICIPATED IN AN ACTIVITY DURING THE CURRENT SCHOOL YEAR, THE STUDENT WILL NOT BE PERMITTED TO PARTICIPATE IN THE SAME ACTIVITY AT ANOTHER SCHOOL.

CHANGE OF SCHOOLS TO THE DISTRICT OF RESIDENCE

WHEN A STUDENT HAS ESTABLISHED ELIBILITY AS A TRANSFER STUDENT AT A SCHOOL OUTSIDE OF THE DISTRICT OF RESIDENCE, AND THE STUDENT SUBSEQUENTLY RETURNS TO THE DISTRICT OF RESIDENCE:

A REQUEST FOR AN EXCEPTION CAN BE SUBMITTED PROVIDED:

- ▶ This is the first time the student has changed schools since entering 9th grade;
- ▶ The student continues to reside with parent or guardian;
- ▶ The receiving school can provide documentation the student was enrolled on or prior to July 15.

IF ALL THE TENANTS ABOVE ARE MET, THE SCHOOL MAY APPLY FOR ELIGIBILITY FOR THE STUDENT BASED ON A FIRST TIME CHANGE OF SCHOOLS.

CRITERIA 2

COMPELLED TO CHANGE SCHOOLS

AT TIMES STUDENTS ARE COMPELLED TO CHANGE SCHOOLS EVEN AFTER ATTENDING AND PARTICIPATING AT MORE THAN ONE SCHOOL.

THESE EXCEPTIONS WILL BE RARE AND COMPLETE AND DETAILED DOCUMENTATION MUST BE SUBMITTED TO DEMONSTRATE WHY THE CHANGE OF SCHOOLS WAS COMPELLED.



STUDENT MUST BE IN GOOD STANDING

PRIOR TO FILING FOR AN EXEPTION IT IS THE RESPONSIBILITY OF THE ADMINISTRATOR TO ESTABLISH THE STUDENT WAS IN GOOD STANDING AT THE FORMER SCHOOL.

SENDING SCHOOL FORM

ACADEMICALLY ELIGIBLE

NO DISCIPLINE ISSUES UNRESOLVED

NO PENDING DISCIPLINE ISSUES

STUDENT NOT REMOVED FROM A TEAM

OSSAA SENDING SCHOOL FORM

OSSAA SENDING SCHOOL FORM

TO BE COMPLETED BY THE SENDING SCHOOL FOR STUDENTS CHANGING SCHOOLS AND STUDENTS NEW TO THE DISTRICT.
THIS FORM IS REQUIRED WHEN SUBMITTING A REQUEST FOR EXCEPTION (HARDSHIP WAIVER)

A student who has transferred to or who has newly enrolled in your school must be in good standing at the former school for eligibility consideration. This form must be sent to the student's former school, completed in its entirety, returned to your school, and then maintained by your school with the student's other records relating to athletic eligibility. The completed form must be submitted with any request for an exception to Rule.
A request for exception should NOT be submitted if the student was not in good standing at the time the student left the previous school. If the student's former school answers "Yes" to any of the questions 6-15 below, then you should investigate further and consider whether a request for an exception for this student is appropriate before a request is submitted to the OSSAA.



TO BE COMPLETED BY CURRENT SCHOOL:

Student Name: _____ Grade _____ Birth Date _____ Age _____

Present School: _____ School phone _____

Signature of person requesting form: _____

Email address of person requesting form: _____

TO BE COMPLETED BY ADMINISTRATOR FROM LAST SCHOOL ATTENDED:

1. Previous School _____ Withdrawal Date _____ School phone _____

2. Signature of person submitting form _____ Title _____

3. Email address of person submitting form: _____

4. Did the student participate in interscholastic activities while attending your school? Yes _____ No _____

If yes, list the activities: _____

5. This student was eligible to participate at our school because the student was (check which applies):

_____ a bona fide resident of this school district.

_____ approved on a hardship waiver.

_____ attended for one year without participation after transfer.

_____ other (explain) _____

6. Address where student lived while attending your school: _____

Person with whom the student resided and relationship: _____

If you answer "YES" to any of the following questions, please explain on a separate sheet and attach:

7. Yes _____ No _____ Was there any conflict or dissatisfaction between this student, or the student's parent or guardian, and a coach or administrator at your school?

8. Yes _____ No _____ Do you have any reason to believe that this student, or the student's family, were influenced or recruited to change schools for athletic purposes?

9. Yes _____ No _____ At the time this student left your school, was this student ineligible to participate in interscholastic athletics under the attendance rules of your school?

10. Yes _____ No _____ At the time this student left your school, was this student ineligible to participate in interscholastic athletics under the scholastic eligibility rules of your school or the OSSAA?

11. Yes _____ No _____ At the time this student left your school, was this student under suspension or discipline, or under investigation for possible suspension or expulsion, at your school?

12. Yes _____ No _____ To the best of your knowledge are there any coaches at the receiving school linked to this student?

13. Yes _____ No _____ Does this student presently owe any fees or charges to your school?

14. Yes _____ No _____ Did this student fail to return any books or school equipment that were required to be returned when the student left your school?

15. Yes _____ No _____ Is there any other reason the above student should **NOT** be considered for athletic eligibility?



LINK RULE (RULE 24)

EFFECTIVE MAY 1, 2025

RULE 24 – COACHES AND PLAYERS LINKED

A student athlete changing from one school to another, after establishing at the ninth grade or above shall be ruled ineligible for varsity participation for one year if it is proven that:

A coach of the receiving school coached an out-of-school team on which the athlete played prior to the transfer; OR

The coach at the receiving school acted as a private athletic instructor for the athlete changing schools, regardless of whether the coach was paid for his or her service and/or expertise; OR

The student participated in a sports camp or clinic run by a member school and/or its coach(es); OR
The player who played for a coach at one school (member or non-member) and subsequently (within a 12-month period) followed the coach when he/she moved to a member school or changed schools within the membership. (not applicable for the coach's children).

PRIOR TO SUBMITTING FOR AN EXCEPTION DETERMINE IF THE STUDENT IS LINKED

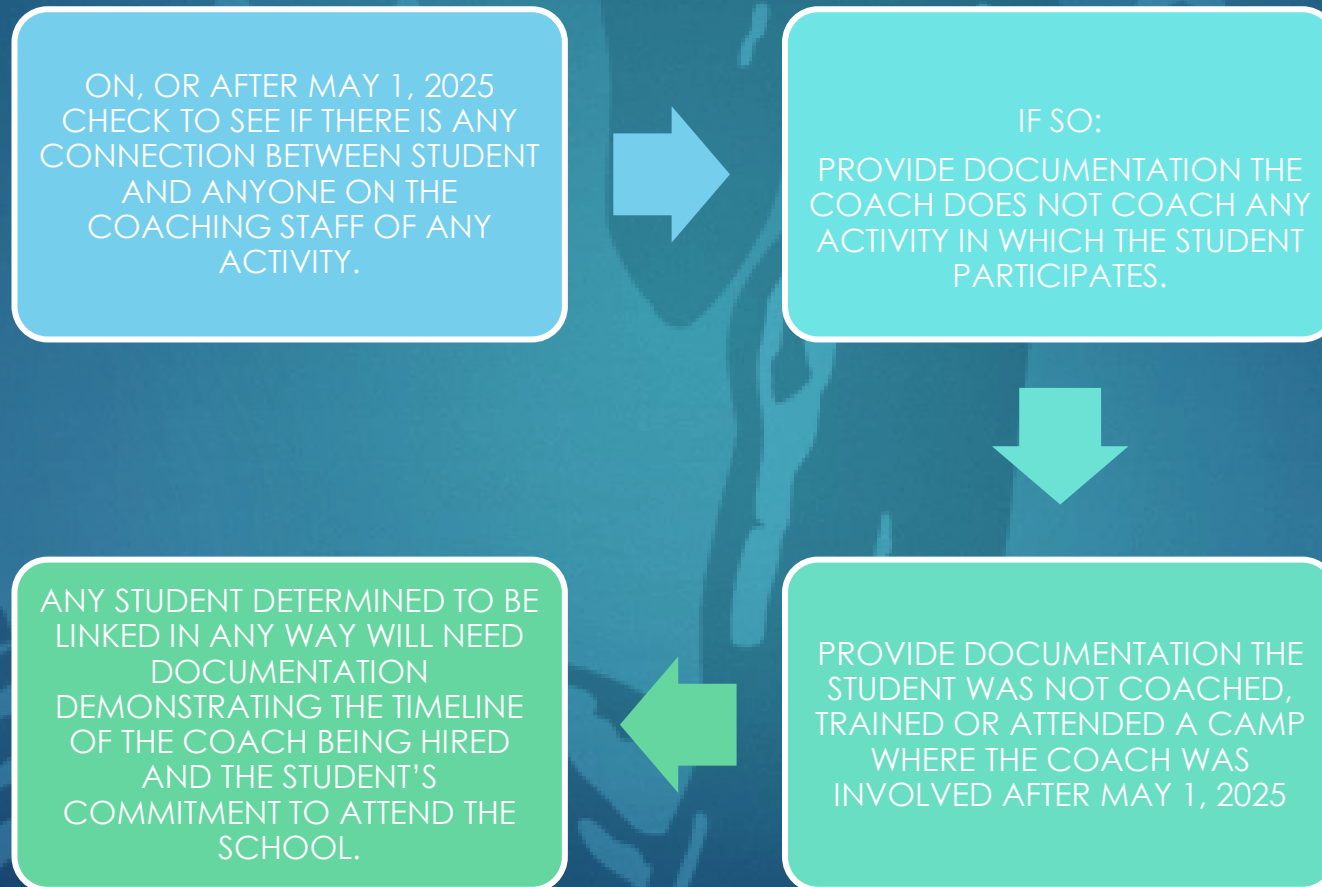
CHECK THE
ANSWERS TO
THESE QUESTIONS
TO SEE IF THE
STUDENT IS IN
COMPLIANCE
WITH THE LINK
RULE:

If changing
schools this school
year, have you
been coached,
trained, or taken
lessons from any
coach at the
current school
since May 1,
2025? (Rule 24)

If changing
schools this school
year, have you
participated in a
camp or clinic
since May 1, 2025
where any school
coaches (at the
new school) were
present? (Rule 24)



SEQUENCE IS VERY IMPORTANT IN DETERMINING A LINK FOR 2025 - ON OR AFTER MAY 1, 2025





STUDENTS IN 8TH GRADE
AND BELOW ARE NOT
CONSIDERED TO BE
LINKED, HOWEVER RULE
9 WILL STILL BE
CONSIDERED.
(RECRUITING RULE)

OTHER EXCEPTIONS TO ELIGIBILITY RULES

OVERAGE

ADDITIONAL
SEMESTERS

OVER AGE STUDENTS

A STUDENT IS CONSIDER TO BE OVER AGE IF:

IN 7TH GRADE, PRIOR TO SEPTEMBER 1 THE STUDENT TURNS 14 YEARS OF AGE

IN 8TH GRADE, PRIOR TO SEPTEMBER 1 THE STUDENT TURNS 15 YEARS OF AGE

IN 9TH GRADE, PRIOR TO SEPTEMBER 1 THE STUDENT TURNS 16 YEARS OF AGE

IN 12TH GRADE, PRIOR TO SEPTEMBER 1 THE STUDENT TURNS 19 YEARS OF AGE

ANY STUDENT REACHING THEIR 20TH BIRTHDAY IS INELIGIBLE FOR PARTICIPATION AT ANY LEVEL.

OVER AGE STUDENTS WILL NEED A WAIVER TO THE AGE REQUIREMENTS PRIOR TO PARTICIPATION, IF A REQUEST IS GRANTED PRIOR TO 12TH GRADE, THE STUDENT IS REQUIRED TO REAPPLY FOR THE SENIOR YEAR OF ELIGIBILITY.

ADDITIONAL SEMESTERS



STUDENTS ARE LIMITED TO 6 CONSECUTIVE YEARS OF ELIGIBILITY, BEGINNING IN 7TH GRADE.

PARTICIPATION IS NOT PERMITTED FOR STUDENTS REPEATING ANY PORTION OF 7TH OR 8TH GRADE REGARDLESS OF WHETHER THE STUDENT PARTICIPATED THE FIRST TIME THEY WERE ENROLLED IN 7TH OR 8TH GRADE.

AFTER ENTERING 9TH GRADE A STUDENT IS PERMITTED FOUR CONSECUTIVE YEARS OF ELIGIBILITY. STUDENTS NEEDING ADDITIONAL SEMESTERS MAY APPLY WHEN THE ADDITIONAL SEMESTERS ARE NEEDED. (AFTER 4 CONSECUTIVE YEARS SINCE ENTERING 9TH GRADE)

TO GAIN ADDITIONAL SEMESTERS THE STUDENT MUST BE ABLE TO DEMONSTRATE A CIRCUMSTANCE BEYOND THE CONTROL OF THE STUDENT WHICH PROHIBITED NORMAL ACADEMIC PROGRESS. NON-PARTICIPATION IS NOT A CRITERIA FOR ADDITIONAL SEMESTERS.



OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION

DAVID JACKSON, EXECUTIVE DIRECTOR

TRINITY JOHNSON, ASSOCIATE DIRECTOR

Assistants: Amy Cessell - Grant Gower - Mike Clark - Alex Claussen - Brian Lester - Wes Ruth



A SCHOOL'S GUIDE FOR SUBMITTING A HARDSHIP WAIVER

- 1) Meet with student and student's family to discuss waiver process and criteria
 - a) Criteria 1 - One time change of schools
 - b) Criteria 2 - A circumstance that compelled a change of schools
 - c) Overage or Additional Semesters

Details of the criteria can be found in the Hardship Waiver Manual found on the eligibility tab of our website, OSSAA.com

CRITERIA 1 PROCESS

- 1) Gather Documentation
 - a) Transfer Students
 - i) Screenshot of the OSDE portal showing the student submitted a transfer request on or before July 15th (a document with a date handwritten will not be accepted)
 - ii) Sending School Form
 - b) Return to District of Residence
 - i) Copy of Student's Enrollment Form
 - (1) Must be dated on or before July 15th
 - ii) Sending School Form
- 2) Fill out Online Hardship Application
 - a) Answer all questions
 - i) Incomplete Applications will result in the waiver being denied
 - b) Submit all Documentation
 - i) Missing Documentation will result in the waiver being denied

CRITERIA 2 PROCESS

- 1) Gather all documentation needed to show the circumstances that compelled the student to change schools
- 2) Fill out Online Hardship Application
 - a) Answer all questions
 - i) Incomplete Applications will result in the waiver being denied
 - b) Submit all Documentation
 - i) Missing Documentation will result in the waiver not being processed

OVERAGE OR ADDITIONAL SEMESTERS PROCESS

- 1) Gather all documentation needed
- 2) Fill out Online Hardship Application
 - a) Answer all questions
 - i) Incomplete Applications will result in the waiver being denied
 - b) Submit all Documentation
 - i) Missing Documentation will result in the waiver being denied

****In all cases, allow 15 days AFTER all hardship waiver information has been received****

GUIDE FOR SUBMITTING HARDSHIP REQUESTS

REQUESTS FOR A WAIVER TO RULE

AFTER ALL THE FORMS AND REQUIRED DOCUMENTATION HAVE BEEN SUBMITTED TO THE OSSAA FOR PROCESSING, IT MAY TAKE UP TO 15 DAYS TO RECEIVE A RESPONSE.

NOTIFICATION OF THE DECISION WILL BE MADE THROUGH A LETTER EMAILED TO THE SCHOOL ADMINISTRATOR SUBMITTING THE REQUEST.

ANY ADDITIONAL QUESTIONS AFTER SUBMITTING THE REQUEST SHOULD BE DIRECTED TO THE OSSAA THROUGH THE SCHOOL ADMINISTRATOR.

PLEASE INFORM THE PARENT/GUARDIAN OF THE PROCESS, MAKING THEM SPECIFICALLY AWARE ALL COMMUNICATION WILL BE BETWEEN THE SCHOOL ADMINISTRATOR AND THE OSSAA STAFF.

APPEALING STAFF DECISIONS - INTERMEDIATE APPEALS PANEL

Should the Staff deny a request for an exception to the eligibility rules, the school may request an appeal to the Intermediate Appeals Panel.

The Intermediate Appeals Panel is a group of elected panel members whose sole task is to listen to appeals of hardship waiver requests. The Panel is comprised of a member from each quadrant of the State, and one member representing the multi-high districts.

The Panel will generally meet one week prior to each meeting of the Board of Directors. There is no cost to appeal to the Panel. All appeals must be scheduled no later than 4 p.m. on the Friday prior to the Appeals Panel Meeting, meeting dates can be found in the OSSAA two-year planner, or on the OSSAA website.

APPEALS TO OSSAA BOARD OF DIRECTORS



Should an appeal be denied by the Intermediate Appeals Panel, the waiver request may then be appealed to the OSSAA Board of Directors.



All requests to appeal to the Board must be made by 4 p.m. on the Friday prior to the scheduled Board Meeting date, and there is a \$100 administrative fee.



Meeting dates are posted on the OSSAA website (OSSAA.com) and indicated in the OSSAA two-year planner.

STUDENTS LIMITED TO SUB-VARSITY PARTICIPATION

- ▶ STUDENTS NOT IN COMPLIANCE WITH RULE 24 (LINK RULE) ARE LIMITED TO SUB-VARSITY PARTICIPATION FOR A PERIOD OF ONE YEAR.
- ▶ A STUDENT WHO HAS BEEN DEEMED INELIGIBLE FOR VARSITY PARTICIPATION IS NOT PERMITTED TO PARTICIPATE WITH OR AGAINST ANY OTHER STUDENTS IN A VARSITY LEVEL CONTEST.
- ▶ **SIT OUT FOR VARSITY PARTICIPATION IS ONE YEAR FROM THE DATE OF FIRST ATTENDANCE.**

COMPLYING WITH DUAL RESIDENCE REQUIREMENTS



- ▶ The family must agree that no family member will return to the former residence for an overnight stay.
- ▶ The former residence may not be rented or leased long term to another family member.
- ▶ It may be closed and left unoccupied, put on the market for sale, sold or leased to a non-family member.
- ▶ Effect of Dual or Multiple Residences on Eligibility
 - ▶ A student whose parents (or custodial parent or court-appointed guardian with legal custody of the student) maintain two or more residences in circumvention of the requirements of this Rule shall only be eligible to participate at a sub-varsity level; the student shall not be permitted to participate in varsity level athletics until dual residence requirements have been met.
 - ▶ Should a subsequent move back occur to the former residence after eligibility has been established in compliance with dual residency requirements, the student will be limited to sub-varsity participation for a period of one year.



Dual Residency Compliance Protocol

NAME OF RECEIVING SCHOOL: _____

The following documentation is required for all requests seeking approval for varsity participation for dual residence eligibility.

- ☐ Student Record Form;
- ☐ OSSAA Transfer Athletic eligibility Information Form (Sending School form)
- ☐ Affirmation of Compliance after a Change in Residence and School;
- ☐ Changing Schools Form;
- ☐ A statement from the family explaining the current situation with the residence in the former district, including copies of lease agreements or contracts if applicable; (for sale, being leased/rented to a non-family member, etc.);
- ☐ A statement from the family that the former residence is not being rented, leased or occupied by a family member;
- ☐ A statement from the family indicating they understand eligibility is granted based on the new residence and no family member will return to the former residence;
- ☐ Pictures of each room (labeled) of the former residence verifying the residence has been completely emptied of all belongings;
- ☐ A statement from the school administrator verifying the family is a resident of their school district.
- ☐ Copy of any lease agreements, contracts for new residence.
- ☐ Copy of any lease agreements, contract for former residence.

A request for approval for varsity participation is being submitted to the OSSAA. I verify all documentation is accurate and included in this request.

Signature of Receiving School Administrator

Date

Email address

Phone

CHECK LIST FOR
DUAL RESIDENCY
you can find this
sheet on the
Eligibility page of
OSSAA.com.



REQUIRED SIT OUT AFTER THE FIRST DAY OF SCHOOL

A student entering grades 7-12 who is not in class the first day of school, regardless of whether the student moved into the district, or transferred into the district, is required to sit out for 15 calendar days prior to being allowed to participate. The sit out period will begin on the first day the student attends the full school day of classes.

ELIGIBILITY RESOURCES

ALL LOCATED ON [OSSAA.COM/ELIGIBILITY](https://ossaa.com/eligibility)

GUIDE TO APPLYING FOR A WAIVER REQUEST

HARDSHIP WAIVER MANUAL

HARDSHIP WAIVER FORMS (PRINTABLE)

DUAL RESIDENCE PROTOCOL FORM

DUAL RESIDENCE AFFIRMATION FORMS

ELIGIBILITY BY SCHOOL

SCHOOLS BEGINNING IN LETTERS A-E: BRIAN LESTER blester@ossaa.com

SCHOOLS BEGINNING IN LETTERS F-M: MIKE CLARK mclark@ossaa.com

SCHOOLS BEGINNING LETTERS N-R and ALL OKC AND TULSA:
WES RUTH wruth@ossaa.com

SCHOOLS BEGINNING LETTERS S-Z: TRINITY JOHNSON
tjohnson@ossaa.com

Other contacts:

GRANT GOWER ggower@ossaa.com

LENNY HATCHETT lhatchett@ossaa.com



OKLAHOMA SECONDARY SCHOOL ACTIVITIES ASSOCIATION

SPORTSMANSHIP IS EVERYONE'S
RESPONSIBILITY...

DO THE RIGHT THING!

