

North Coast Section, C.I.F.  
**Balance Sheet**  
As of November 30, 2011

ATTACHMENT C

	<u>Nov 30, 11</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10100 - Operating Cash	
10101 - Wells Fargo	81,243.88
10104 - Petty Cash	125.00
<b>Total 10100 - Operating Cash</b>	<u>81,368.88</u>
10110 - Savings	
10111.2 - Savings - Wells Fargo	276,995.42
10114 - Certificates of Deposit	
10114.3 - First Republic CD	250,000.00
<b>Total 10114 - Certificates of Deposit</b>	<u>250,000.00</u>
<b>Total 10110 - Savings</b>	<u>526,995.42</u>
<b>Total Checking/Savings</b>	<u>608,364.30</u>
<b>Total Accounts Receivable</b>	<u>37.00</u>
<b>Total Current Assets</b>	608,401.30
<b>Other Assets</b>	
10125 - Inventory	
10126 - Garments	3,589.50
10127 - Souvenirs	2,217.15
<b>Total 10125 - Inventory</b>	<u>5,806.65</u>
10135 - Refundable Deposits	1,906.00
10140 - Fixed Assets (Net)	
Total 10141 - Office Equipment	20,424.60
Total 10144 - Computer Equipment	3,316.57
Total 10145 - Crow Canyon Property	985,663.62
Total 10148 - Leasehold Improvements	187.25
<b>Total 10140 - Fixed Assets (Net)</b>	<u>1,009,592.04</u>
Total 10155 - Loan Fee	1,800.32
<b>Total Other Assets</b>	<u>1,019,105.01</u>
<b>TOTAL ASSETS</b>	<u><u>1,627,506.31</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
10220 - Cafeteria Plan Payable	
10221 - Dental/Vision	10,212.57
<b>Total 10220 - Cafeteria Plan Payable</b>	<u>10,212.57</u>
10225 - Crow Canyon Property Loan	345,104.07

**North Coast Section, C.I.F.**  
**Balance Sheet**  
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	<u>Nov 30, 11</u>
10227 · Scholarship Payable	3,060.44
10229 · Accrued Vacation Payable	3,710.24
10230 · Prepaid Dues	525.00
10235 · Security Deposit	5,000.00
<b>Total Other Current Liabilities</b>	<u>367,612.32</u>
<b>Total Current Liabilities</b>	<u>367,612.32</u>
<b>Total Liabilities</b>	367,612.32
<b>Equity</b>	
10360 · Retained Earnings	613,762.35
3000 · Opening Bal Equity	841,699.41
Net Income	-195,567.77
<b>Total Equity</b>	<u>1,259,893.99</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,627,506.31</u></u>

# ATTACHMENT D

	A	B	C	D	E	F	G	H	I	J
1	<b>2011-12 Budget Income</b>									
2	<b>INCOME</b>	<b>2011-2012 BUDGET</b>	<b>% OF TOTAL INCOME</b>	<b>2010-2011</b>	<b>% OF TOTAL INCOME</b>	<b>2009-10 ACTUAL</b>	<b>% OF TOTAL INCOME</b>	<b>2008-09 ACTUAL</b>	<b>% OF TOTAL INCOME</b>	<b>THREE YEAR AVERAGE</b>
3	<b>Begin Balance: Building Fund Balance</b>	114,875	5.35%	754,875	28.92%	475,477	19.31%	312,440	13.44%	514,264
4	<b>Dues</b>	120,000	5.58%	75,000	2.87%	75,892	3.08%	150,985	6.50%	100,626
5	<b>Section Championships</b>	<b>1,397,017</b>	65.01%	1,293,455	49.56%	1,418,697	57.61%	1,351,285	58.15%	1,354,479
6	<b>Sales, Mark &amp; Promo (NCS)</b>	107,950	5.02%	112,950	4.33%	123,586	5.02%	114,845	4.94%	117,127
7	<b>Garments</b>	156,000	7.26%	156,000	5.98%	155,828	6.33%	156,419	6.73%	156,082
8	<b>Patches</b>	97,000	4.51%	79,000	3.03%	98,157	3.99%	113,523	4.88%	96,893
9	<b>Rulebooks</b>	42,500	1.98%	42,500	1.63%	52,014	2.11%	50,334	2.17%	48,283
10	<b>Prep Magazine</b>	7,000	0.33%	13,000	0.50%	7,003	0.28%	11,346	0.49%	10,450
11	<b>Sub-lease of portion of Alcosta Office</b>	7,767	0.36%							
12	<b>Lease Back Rent Crow Canyon Office</b>	46,035	2.14%	29,295	1.12%	0		0	0.00%	9,765
13	<b>Foundation Scholarship</b>	6,000	0.28%	6,000	0.23%	6,000	0.24%	6,317	0.27%	6,106
14	<b>Interest</b>	750	0.03%	3,400	0.13%	10,016	0.41%	15,976	0.69%	9,797
15	<b>Miscellaneous</b>	1,500	0.07%	72	0.00%	7,723	0.31%	455	0.02%	2,750
16	<b>CIF Marketing</b>	44,500	2.07%	<b>44,500</b>	1.70%	<b>32,142</b>	1.31%	39,985	1.72%	38,876
17	<b>Total Income</b>	<b>2,148,894</b>	100.00%	<b>2,610,047</b>	100.00%	<b>2,462,535</b>	100.00%	<b>2,323,910</b>	100.00%	<b>2,465,497</b>

ATTACHMENT D

	A	B	C	D	E	F	G	H	I	J	K
1	Expenses	2011-2012		2010-2011		2009-2010		2008-2009		THREE YEAR AVERAGE	
2		Proposed	% OF DRAFT	APPROVED 4/26/2010	% OF DRAFT	ACTUAL	% OF EXPENSE	ACTUAL	% OF EXPENSE	ACTUAL	% OF EXPENSE
3			BUDGET EXPENSE		BUDGET EXPENSE						
3	<b>SALARIES-OFFICE</b>	555,974	25.87%	552,351	19.95%	552,858	22.29%	525,417	24.52%	543,542	22.06%
4	Commissioner	137,087	6.38%	136,172	4.92%	134,841	5.44%	131,822	6.15%	134,278	5.45%
5	Associate Commissioner	124,264	5.78%	119,703	4.32%	117,844	4.75%	112,953	5.27%	116,833	4.74%
6	Assistant Commissioner	102,730	4.78%	95,834	3.46%	92,845	3.74%	79,093	3.69%	89,257	3.62%
7	Administrative Assistant	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
8	Marketing Clerk	0	0.00%	0	0.00%	14,672	0.59%	15,755	0.74%	10,142	0.41%
9	Champ Evt. Coordinator	51,675	2.40%	51,283	1.85%	51,283	2.07%	51,214	2.39%	51,260	2.08%
10	Champ Events Clerk	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
11	Eligibility/Awards Clerk	35,584	1.66%	35,277	1.27%	32,756	1.32%	28,813	1.34%	32,282	1.31%
12	Accounts Receivable/Souvenir Clerk	40,844	1.90%	40,569	1.47%	40,587	1.64%	40,444	1.89%	40,533	1.65%
13	Accountant	54,295	2.53%	54,295	1.96%	54,295	2.19%	53,259	2.49%	53,950	2.19%
14	Coordinator of Officials*	9,495	0.44%	9,218	0.33%	8,953	0.36%	8,650	0.40%	8,940	0.36%
15	Web Master	0	0.00%	10,000	0.36%	4,782	0.19%	3,414	0.16%	6,065	0.25%
16	Salary Benefits	230,855	10.74%	234,698	8.48%	211,992	8.55%	203,050	9.48%	216,580	8.79%
17	Medical Benefits	38,520		38,680		30,651		29,260		32,864	
18	Dental/Vision Benefits	9,500		9,271		7,507		7,278		8,019	
19	PERS Retirement Benefits	101,099		107,327		93,587		96,946		99,287	
20	Payroll Taxes	41,698		42,103		41,691		39,950		41,248	
21	Workers Comp	19,500		17,770		19,905		13,514		17,063	
22	Retiree Medical Insurance	20,538		19,547		18,651		16,102		18,100	
23	<b>CHAMPIONSHIP</b>										
24	Section Championship*	651,890	30.34%	705,630	25.49%	709,699	28.61%	636,583	29.71%	683,971	27.76%
25	Office Operations	32,000	1.49%	46,000	1.66%	30,985	1.25%	32,534	1.52%	36,506	1.48%
26	Commissioner's Discretionary Fund	1,000	0.05%	632	0.02%	643	0.03%	557	0.03%	611	0.02%
27	Subscriptions, Bank Fees and Dues	16,580	0.77%	12,426	0.45%	6,845	0.28%	7,136	0.33%	8,802	0.36%
28	Meetings	39,000	1.81%	35,680	1.29%	39,101	1.58%	42,565	1.99%	39,115	1.59%
29	Crow Canyon Building (Mortgage+Interest)	35,483	1.65%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
30	Alcosta Building (Lease and Maintenance)	70,691	3.29%	67,448	2.44%	65,372	2.64%	63,549	2.97%	65,456	2.66%
31	Property/Liability Insurance/D&O	12,000	0.56%	7,000	0.25%	3,615	0.15%	4,881	0.23%	5,165	0.21%
32	Utilities (PG&E, AT&T, Internet)	32,000	1.49%	25,176	0.91%	20,832	0.84%	17,627	0.82%	21,212	0.86%
33	Janitorial	3,200	0.15%	2,800	0.10%	3,575	0.14%	3,715	0.17%	3,363	0.14%
34	Security Monitoring	1,900	0.09%	950	0.03%	804	0.03%	774	0.04%	843	0.03%
35	Sales & Marketing	45,500	2.12%	52,000	1.88%	45,211	1.82%	38,269	1.79%	45,160	1.83%
36	Garments	105,000	4.89%	99,000	3.58%	122,482	4.94%	94,378	4.41%	105,287	4.27%
37	Souvenirs	38,000	1.77%	38,000	1.37%	0	0.00%	48,310	2.25%	28,770	1.17%
38	Rulebooks	40,000	1.86%	39,000	1.41%	40,394	1.63%	36,085	1.68%	38,493	1.56%
39	Foundation Scholarship	6,000	0.28%	6,000	0.22%	6,000	0.24%	6,000	0.28%	6,000	0.24%
40	Scholastic Awards	19,400	0.90%	19,675	0.71%	21,242	0.86%	22,352	1.04%	21,090	0.86%
41	Special Awards	3,000	0.14%	3,514	0.13%	3,229	0.13%	1,228	0.06%	2,657	0.11%
42	<b>Contract Services</b>										
43	Other	0	0.00%	0	0.00%	770	0.03%		0.00%	257	0.01%
44	Audit/Tax Service	14,000	0.65%	10,000	0.36%	11,285	0.45%	6,985	0.33%	9,423	0.38%
45	Computer	5,000	0.23%	2,500	0.09%	888	0.04%	633	0.03%	1,340	0.05%
46	Legal	3,000	0.14%	1,000	0.04%	23	0.00%	19	0.00%	347	0.01%
47	Payroll Services	2,300	0.11%	2,200	0.08%	2,378	0.10%	2,452	0.11%	2,343	0.10%
48	<b>Depreciation &amp; Contingencies</b>										
49	Equipment Maintenance	13,000	0.60%	12,000	0.43%	13,089	0.53%	14,571	0.68%	13,220	0.54%
50	Equipment Purchases	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%
51	Depreciation Equipment & Bldg	30,000	1.40%	23,438	0.85%	19,196	0.77%	20,364	0.95%	20,999	0.85%
52	Contingency Miscellaneous	27,246	1.27%	14,285	0.52%	62,973	2.54%	0	0.00%	25,753	1.05%
53	Contingency for required retro	0	0.00%	0	0.00%	2,000	0.08%	0	0.00%	667	0.03%
54	Contingency for required salary adj	0	0.00%	0	0.00%	7,500	0.30%	0	0.00%	2,500	0.10%
55	Building Purchase Reserve Fund	114,875	5.35%	754,875	27.27%	475,477	19.17%	312,440	14.58%	514,264	20.87%
56	<b>Total Expense</b>	<b>2,148,894</b>	<b>100.00%</b>	<b>2,768,278</b>	<b>100.00%</b>	<b>2,480,458</b>	<b>100.00%</b>	<b>2,142,474</b>	<b>100.00%</b>	<b>2,463,737</b>	<b>100.00%</b>

	A	B	C	D	E	F	G	H	I	
1	<b>SPORTS INCOME</b>	<b>BUDGET</b>		<b>ACTUAL</b>		<b>ACTUAL</b>		<b>ACTUAL</b>		
2	Rev. 2/28/11	2011-2012		2010-2011		2009-2010		2008-09		3yr average
3		Amount	Percent	Amount	Percent	Amount	Percent	Amount	Percent	
4	<b>Badminton</b>	3,000	0.21%	2,508	0.19%	3,164	0.22%	2,781	0.21%	2,818
5	<b>Baseball</b>	90,000	6.44%	65,732	5.08%	87,235	6.15%	112,010	8.29%	88,326
6	<b>Basketball</b>	328,000	23.48%	319,806	24.72%	324,133	22.85%	328,823	24.33%	324,254
7	<b>Cross Country</b>	<b>22,500</b>	1.61%	22,988	1.78%	24,984	1.76%	21,609	1.60%	23,194
8	<b>Football</b>	385,000	27.56%	355,169	27.46%	393,836	27.76%	384,586	28.46%	377,864
9	<b>Golf</b>	26,000	1.86%	17,908	1.38%	26,326	1.86%	23,377	1.73%	22,537
10	<b>Lacrosse</b>	<b>40,000</b>	2.86%	42,186	3.26%	38,856	2.74%	38,540	2.85%	39,861
11	<b>Soccer</b>	185,000	13.24%	184,019	14.23%	191,765	13.52%	155,439	11.50%	177,074
12	<b>Softball</b>	45,000	3.22%	35,731	2.76%	48,840	3.44%	43,853	3.25%	42,808
13	<b>Swimming</b>	21,400	1.53%	18,562	1.44%	20,227	1.43%	17,751	1.31%	18,847
14	<b>Tennis</b>	<b>5,617</b>	0.40%	4,841	0.37%	5,232	0.37%	5,147	0.38%	5,073
15	<b>Track</b>	70,000	5.01%	59,810	4.62%	71,672	5.05%	61,152	4.53%	64,211
16	<b>Volleyball</b>	102,000	7.30%	92,766	7.17%	104,928	7.40%	91,527	6.77%	96,407
17	<b>Water Polo</b>	33,500	2.40%	33,998	2.63%	35,038	2.47%	25,242	1.87%	31,426
18	<b>Wrestling</b>	40,000	2.86%	37,431	2.89%	42,461	2.99%	39,448	2.92%	39,780
19	<b>TOTAL INCOME</b>	<b>1,397,017</b>	100.00%	<b>1,293,455</b>	100.00%	<b>1,418,697</b>	100.00%	<b>1,351,285</b>	100.00%	<b>1,354,479</b>
20	<b>SPORTS EXPENSE</b>									
21	<b>Badminton</b>	2,000	0.31%	2,093	0.30%	3,054	0.43%	1,487	0.23%	2,211
22	<b>Baseball</b>	<b>45,382</b>	6.96%	39,033	5.53%	48,147	6.78%	56,914	8.94%	48,031
23	<b>Basketball</b>	<b>135,870</b>	20.84%	157,771	22.36%	148,134	20.87%	135,528	21.29%	147,144
24	<b>Cross Country</b>	12,000	1.84%	12,671	1.80%	11,668	1.64%	10,494	1.65%	11,611
25	<b>Football</b>	<b>171,935</b>	26.37%	197,358	27.97%	203,011	28.61%	166,061	26.09%	188,810
26	<b>Golf</b>	21,000	3.22%	25,619	3.63%	22,158	3.12%	22,742	3.57%	23,506
27	<b>Lacrosse</b>	<b>17,000</b>	2.61%	20,671	2.93%	16,004	2.26%	15,080	2.37%	17,252
28	<b>Soccer</b>	70,000	10.74%	73,376	10.40%	71,329	10.05%	58,719	9.22%	67,808
29	<b>Softball</b>	<b>31,383</b>	4.81%	28,778	4.08%	36,402	5.13%	29,599	4.65%	31,593
30	<b>Swimming</b>	<b>13,000</b>	1.99%	11,564	1.64%	13,938	1.96%	15,776	2.48%	13,759
31	<b>Tennis</b>	5,000	0.77%	5,012	0.71%	5,081	0.72%	5,111	0.80%	5,068
32	<b>Track</b>	29,000	4.45%	31,698	4.49%	29,397	4.14%	28,111	4.42%	29,735
33	<b>Volleyball</b>	<b>48,320</b>	7.41%	46,944	6.65%	50,074	7.06%	47,874	7.52%	48,297
34	<b>Water Polo</b>	<b>16,000</b>	2.45%	17,418	2.47%	17,319	2.44%	14,344	2.25%	16,360
35	<b>Wrestling</b>	34,000	5.22%	35,624	5.05%	33,983	4.79%	28,743	4.52%	32,783
36	<b>TOTAL NCS</b>	<b>651,890</b>	100.00%	<b>705,630</b>	100.00%	<b>709,699</b>	100.00%	<b>636,583</b>	100.00%	<b>683,971</b>



# NORTH COAST SECTION, CIF

*Gil Lemmon, Commissioner of Athletics*

## ATTACHMENT F

*5 Crow Canyon Ct., Suite 209, San Ramon, CA 94583 Tel.: (925) 263-2110, Fax: (925) 263-2120, Web: www.cifncs.org*

### **CONTRACT FOR EMPLOYMENT OF SECTION COMMISSIONER**

This agreement is entered into as of the first day of July, 2012 between the California Interscholastic Federation North Coast Section, a non-profit corporation, hereinafter referred to as "NCS" and Gilbert D. Lemmon, hereinafter referred to as "Commissioner."

In consideration of their mutual promises, the Parties agree as follows:

#### **I. TERM OF CONTRACT**

The "NCS" hereby employs the Commissioner for the period beginning July 1, 2011 and ending June 30, 2016. The Commissioner accepts said employment and agrees to carry out his duties faithfully and to the best of his ability.

#### **II. SALARY**

The Commissioner's salary shall continue to be based on the average principal's salary of the ten base school districts as outlined in the NCS Financial Procedures Manuel and approved by the Board of Managers as part of the annual budget approval process.

#### **III. DUTIES**

The Commissioner shall perform the duties and objectives of the "NCS" Commissioner as prescribed in the Constitution and Bylaws of the "NCS". He shall act as Secretary to the "NCS" Executive Committee. In addition to the powers and duties set forth in the Constitution and Bylaws of the "NCS", the Commissioner shall have those powers and duties which are delegated to him by the "NCS" Board of Managers Executive Committee. He shall execute all powers and duties in accordance with the laws of the State of California and the policies adopted by the "NCS".

#### **IV. EVALUATION**

The Executive Committee shall evaluate and assess, in writing, the performance of the Commissioner at Spring Executive Committee meeting. Said evaluation and assessment shall be related to the duties and job description of the Commissioner and the goals and objectives of the "NCS" for the year in question.

#### **V. OUTSIDE PROFESSIONAL ACTIVITIES**

With prior approval of the Executive Committee, the Commissioner may undertake consultative work, speaking engagements, writing, lecturing or other professional duties and obligations. Said outside professional activities may be performed for consideration, provided they do not interfere or conflict with the Commissioner's performance of his duties under this agreement.

#### **VI. VACATIONS**

The Commissioner shall be required to render twelve (12) months of full and regular service to the "NCS" during each annual period covered by this agreement, except that he shall be entitled to twenty-four (24) working days of

annual vacation in addition to those annual holidays granted the "NCS" Section Office. The Commissioner will follow all "NCS" policies as stipulated in the Employee Manuel regarding use and accrual of vacation days.

**VII. RESIGNATION**

The Commissioner may resign at any time upon giving ninety (90) days notice with the consent of the Executive Committee. This agreement shall terminate on the date the resignation is effective.

**VIII. TERMINATION**

This agreement and the employment of the Commissioner may be terminated by mutual written agreement or by breach of contract by the Commissioner. For purposes of this agreement, breach of contract shall include, but not be limited to:

- a. Conviction of a felony or any other offense which would be grounds for dismissal of a California public certified employee.
- b. Abandonment of responsibilities. The unauthorized absence from assigned responsibilities for ten (10) consecutive working days.
- c. Physical or mental disability which has prohibited the Commissioner from substantially carrying out his daily responsibilities for a period of more than six (6) calendar months.

If there is any dispute between the parties as to the Commissioner's physical or mental disability for the purposes of this agreement, the question shall be resolved by the opinion of an impartial, reputable physician agreed upon for the purpose by the parties. Or, if the parties cannot agree within ten (10) days after a written request for the designation of a physician is made by either party to the other, then by a physician designated by the current president of the Alameda-Contra Costa Medical Association. The opinion of the physician designated or agreed upon shall be binding on the parties as to the matter in dispute.

- a. Material breach.

**IX. APPLICABLE LAW**

This agreement is subject to all applicable laws of the State of California and the rules, regulations and policies of the California Interscholastic Federation, all of which are made part of the terms and conditions of this contract as through set forth herein.

This contract is the full and complete agreement between the parties hereto and it can be changed or modified only by writing, signed by all the parties or their successors in interest to this agreement.

Dated \_\_\_\_\_

CALIFORNIA INTERSCHOLASTIC FEDERATION  
NORTH COAST SECTION

By: \_\_\_\_\_  
Ms. Amy McNamara, President

I hereby accept this offer of employment and agree to comply with the conditions thereof and to fulfill all the duties of employment of Commissioner of the California Interscholastic Federation North Coast Section.

Dated \_\_\_\_\_

\_\_\_\_\_  
Gilbert D. Lemmon  
Commissioner of Athletics

SUMMARY REPORT OF REQUESTS FOR WAIVER OF CIF RULES  
2011-12  
North Coast Section

ATTACHMENT G

203 = Age Requirement										207.B(1) = Unlimited/Limited Eligibility													
204 = Charged semester of attendance										208 = Hardship													
205.E = 20 Semester Units										209 = Foreign Student/Boarding													
206.B(2) = Continuing Eligibility										210 = Discipline, Expulsion													
206.B(4) = Return to previous school										510 = Undue Influence													
207.A(3) = First Transfer																							
SECTION	203-205.E		206			207.A (3)			207.B (1)				208				209.A/B			210	Other		
	A	D	A	D	510	A	D	510	Lim	DNP/Ur	Den	510	Unlim	Den/Lim	Den	510	A	D	510	D			
JULY	0	0	0	0	0	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	3
AUGUST	0	0	91	0	0	55	0	1	12	26	0	0	15	8	0	0	37	0	0	0	0	0	245
SEPTEMBER	0	0	81	1	0	40	0	5	19	43	1	0	30	11	2	0	30	4	0	4	6	277	
OCTOBER	0	0	36	0	0	27	0	2	15	12	0	1	13	12	2	0	10	0	0	0	5	135	
NOVEMBER	0	0	50	0	0	0	14	2	12	27	0	0	8	7	1	0	14	0	0	1	1	137	
DECEMBER																							
JANUARY																							
FEBRUARY																							
MARCH																							
APRIL																							
MAY																							
JUNE																							
<b>TOTAL</b>	0	0	258	1	0	123	14	10	58	108	1	1	67	39	5	0	91	4	0	5	12	797	

**200 PHILOSOPHY & RULES REFERENCES****NO SUBSTANTIVE CHANGES:****Moved B. (1)-(16) from former location in 201****200. CIF PHILOSOPHY ON STUDENT ELIGIBILITY FOR INTERSCHOLASTIC ATHLETIC COMPETITION**

A. **PHILOSOPHY:** The CIF, as the governing body of high school athletics, affirms that athletic competition is a privilege. The privilege of participation in interscholastic athletics is available to students in public or private schools who meet the democratically established standards of qualification as set forth by the CIF Federated Council. CIF Bylaws governing student eligibility are a necessary prerequisite to participation in interscholastic athletics because they:

- (1) Keep the focus on athletic participation as a privilege not a right;
- (2) Reinforce the principle that students attend school to receive an education first; athletic participation is secondary;
- (3) Protect the opportunities to participate for students who meet the established standards;
- (4) Provide a fundamentally fair and equitable framework in which interscholastic athletic competition can take place;
- (5) Provide uniform standards for all schools to follow in maintaining athletic competition;
- (6) Serve as a deterrent to students who transfer schools for athletic reasons and to individuals who recruit student-athletes;
- (7) Serve as a deterrent to students who transfer schools to avoid disciplinary action;
- (8) Maintain an ethical relationship between high school athletic programs and others who demonstrate an interest in high school athletes;
- (9) Support the Principles of "Pursuing Victory with Honors@."

**No change  
in content;  
renumber  
from former**

**A-I**

B. **RULES:** The CIF establishes the standards of eligibility to participate in interscholastic athletics to include the following:

- (1) Philosophy statement (Bylaw 200)
- (2) Accurate information requirement (Bylaw 202)
- (3) Age requirement (Bylaw 203)
- (4) Eight Consecutive Semesters requirement (Bylaw 204)
  - a. Initial scholastic eligibility (Bylaw 205.A.)
  - b. Continuing scholastic eligibility (Bylaw 205.B.)
  - c. Summer School Credits (Bylaw 205.C.)
  - d. Non-Traditional Programs (Bylaw 205.D.)
  - e. Waivers of 20 semester credits requirement (Bylaw 205.E.)
- (5) Residential Eligibility (Bylaw 206)
  - a. Initial residential eligibility (Bylaw 206.A.)
  - Continuing residential eligibility (Bylaw 206.B.)
- (6) Transfer rule (Bylaw 207)
- (7) Hardship waivers of the transfer rule (Bylaw 208)
- (8) Foreign **Exchange** student eligibility (Bylaw 209)
- (9) Discipline eligibility (Bylaw 210)
  - a. Expulsion (Bylaw 210.A.)
  - b. Suspended Expulsion (Bylaw 210.B.)
  - c. Transfer Compelled for Disciplinary Reasons (Bylaw 210.C.)
- (10) Physical Assault (Bylaw 211)
- (11) Continuation School eligibility (Bylaw 212)
- (12) Amateur status requirement (Bylaw 213)
- (13) Hardship waivers of eligibility standards other than transfer (Bylaw 214)
- (14) Post-Injunctive Remedies (Bylaw 215)
- (15) Intercollegiate Competition (Bylaw 216)
- (16) Graduates (Bylaw 217)
  - a. Mid-Year/Spring Graduation (Bylaw 217.A.)
  - b. California High School Proficiency Exam (Bylaw 217.B.)

**No change  
in content  
except #8;  
moved from  
201 A-Q**

# NEW 201-Standards of Enrollment

**There are no substantive changes in 201. It is virtually a new bylaw accurately and thoroughly defining, clarifying and establishing current interpretations and practice on these 5 important issues. The former content of 201 has been moved into 200.B.**

201 Now becomes the bylaw that defines enrollment standards in general and in each of the five categories below:

- (1) What does it mean for a student to be enrolled full time, before they can practice or compete with a school team?
- (2) How and when do we determine that student's 8 semesters of eligibility has begun?
- (3) What enrollment standards determine when a student has "transferred" to a new school?
- (4) When is a student considered enrolled so that pre-enrollment contact does or does not have to be disclosed?
- (5) Enrollment in a multi campus reference...NO CHANGES

While this is a significant addition of new language. This language is reflective of current interpretations and past practice reflected in the minimal language we currently have addressing these issues.

There are no substantive changes in 201. It is virtually a new bylaw accurately and hopefully thoroughly defining, clarifying and establishing current interpretations and practice on these 5 important issues.

**201. STANDARDS OF ELIGIBILITY**

Only students, who are enrolled in public and private CIF member schools, grades 9-12 and who meet all standards of athletic eligibility established by CIF, their respective CIF/Section of membership, their respective League and District and School, in order to be considered a student in good standing and be eligible to compete for their school of enrollment.

~~Only students regularly enrolled in public and private CIF member schools, grades 9-12, shall be permitted to participate in the CIF and shall represent only that school of enrollment.~~

**A. ENROLLMENT STANDARDS- See also CIF Bylaw 204, 206, 207 and 209.**

(1) **Enrollment standard required for participation:** (CIF Bylaw 201 and 205)

**NEW language**

**A (1) - (5)**

**but reflective of**

**current & long-standing**

**interpretation**

a. Students must be enrolled full time (minimum 20 units) at the school for which they are competing. (See also CIF Bylaw 205.B.(1).a.. 217, 303, 304, 307 & 308.)

b. Students will be considered enrolled in a school for purposes of participation in interscholastic athletics (205.B) when they have:

1. been entered as a full-time student (20 units or equivalent in a non-traditional program-see also Bylaw 205.B.1.a and ii) on the attendance roll for 15 days or more in classes at that school, whether the student has physically been in attendance at those classes for all 15 days or not. OR participated in a fall sport, when the tryouts and/or practices of that team begin before classes at the school begin in the fall. Such a student will be considered to be enrolled during that practice time as long as they have registered for, and are enrolled, as a full-time student for the fall semester of that school year (20 units or equivalent in a non-traditional program-see also Bylaw 205.B.1.a and ii).

**Question:** *My son was not registered for any classes at any school, he was not attending school anywhere because we had just moved here. He enrolled in classes at the new school (CIF Member School A) two weeks after the first day of this school year. When does his 15 days begin?*

**Answer:** *Because he was not registered or currently scheduled for classes at any school he is not considered to have been on the attendance roll prior to his actual enrollment. His 15 days would begin on the day he enrolled at the new school, whether he began to attend immediately or whether he was physically in attendance at those classes for all 15 days or not. He would not be eligible to practice or compete with any of this school's teams until two weeks after the first day of this school year when he was registered and currently scheduled for classes, since he would not have been considered enrolled in this school until that time.*

**Question:** *My son was registered and scheduled in classes, but due to illness did not begin attending until 5 days after the school year/term began. When does his 15 days begin?*

**Answer:** *Because he was registered and scheduled in classes, even though he was not attending those classes, his 15 days begin the first day of that school year/term.*

c. For eligibility purposes, students cannot have dual enrollment in two different schools at the same time. During the time a student remains enrolled in their current school but has registered for classes at a new school and/or paid a non-refundable registration fee at a new school, the student will be considered to be enrolled in the former school not the new school. Only at such time as the student has withdrawn from or has completed the courses in which they were enrolled at the former school, and is no longer enrolled in any way at the former school, shall that student be considered as being "enrolled" in the new school for eligibility purposes. This applies to 8<sup>th</sup> graders matriculating the following school year to 9<sup>th</sup> grade in a CIF member school.

**NOTE:** This is not intended to apply to traditional summer school coursework. Summer school is defined as a course of study that begins after the end of the previous school year and ends prior to the beginning of the fall term of the following school year.

**Question:** *My daughter will be transferring to a new school (School B) in the fall. She has registered for classes at that new school, but still remains enrolled in, and completing her coursework at, her current school (School A). For purposes of athletic eligibility, is she enrolled in both schools at this time?*

**Answer:** *Students may not have dual enrollment for eligibility purposes. Students may not have residential eligibility at two different schools at the same time. She is considered enrolled at, and therefore only eligible at, her current school (School A).*

- d. Students may not participate in any athletic meeting, practice or competition at a new school in which they have registered for classes and/or paid a non-refundable registration fee until they have been officially withdrawn from their former school, or stopped attending or the regular school year for their former school has concluded. This applies to 8<sup>th</sup> graders who are matriculating the following school year to a CIF member school.

**Question:** *My daughter will be transferring to a new school (School B) in the fall. She has registered for classes at that new school, but still remains enrolled in and completing her coursework at her current school (School A). Can she practice with her new school team during the current school year since she is registered for classes and will be attending the new school next term/year?*

**Answer:** *No, for eligibility purposes, she is not considered to be enrolled at the new school (School B) since she had not withdrawn from or stopped attending school A and therefore may not participate, practice or compete in any way with their athletic program. If she does, she may be declared to be in violation of CIF Bylaws 207.C.3 & 510 pre-enrollment contact with the new school (School B) which may jeopardize her athletic eligibility.*

- e. Students may not practice with or compete for any CIF-member school in which they are not enrolled as a full-time student regardless of the sports offerings, or lack thereof, at the school in which they are enrolled.

(2) **Enrollment standard establishing a semester of attendance:**  
(CIF Bylaw 204)

- a. The first time any student has been entered on the attendance roll for 15 school days in the 9<sup>th</sup> grade, and/or in any classes taken subsequent to the completion of the 8<sup>th</sup> grade, at any school whether the student has physically been in attendance at those classes for all 15 days or not, or has played in an interscholastic athletic contest, the CIF will count that as the student's first semester of high school eligibility.

**Question:** *Because of family circumstances, we enrolled our daughter in the 9<sup>th</sup> grade at a school after her completion of the 8<sup>th</sup> grade. She was unable to and did not begin attending until a month after school started. Because she was so far behind, we waited until the 2nd semester of that year for her to actually start attending classes. When does her 8 semesters begin?*

**Answer:** ***NOTE: California Education Code section 48200 et seq. provides that each person between the ages of 6 and 18 hears is subject to compulsory full-time education unless the person is statutorily exempt.***  
*However, if during that first semester, she was not enrolled in any coursework of any kind in any school, and she was not home schooled and she was not taking any kind of courses on-line, through any Independent Study Program or in any other program of coursework, her first semester of high school eligibility would begin at the 2<sup>nd</sup> semester.*

**Question:** *My son was struggling in the 8<sup>th</sup> grade. After he completed the 8<sup>th</sup> grade we decided that he needed some remedial work in order to enter the 9<sup>th</sup> grade at his local high school. Following his 8<sup>th</sup> grade year of school, we enrolled him in the fall in a (a) Independent Study Program; (b) home schooling; (c) on-line course work. He only took a few credits of remedial work. The following school year we enrolled him as an "official" 9<sup>th</sup> grader. When does his 8 consecutive semesters begin?*

**Answer:** *As soon as a student completes 8<sup>th</sup> grade as a result of completing their 8<sup>th</sup> grade course work, or because they have graduated from 8<sup>th</sup> grade, all subsequent coursework, no matter where it is earned (a, b or c above), is considered to be high school courses. Whether the student is enrolled full-time or part time in any such coursework, their 8 consecutive semesters begin in the semester immediately subsequent to their completion of 8<sup>th</sup> grade in the spring. (typically with a spring 8<sup>th</sup> grade completion, the next fall semester—this does not include summer school)*

- b. Eight (8) consecutive semesters of eligibility including and immediately following the first semester as described in (a) above, are available to the student whether or not the student is enrolled in school, participates in or is eligible for, interscholastic participation. (CIF Bylaw 204).
- (3) **Enrollment standard establishing students as a transfer:** (CIF bylaw 207)
- a. A student shall be considered to be a transfer student when:
- the student has been on the attendance roll of their former school (School A) for 15 days or more for classes occurring at School A, whether or not they have been in attendance during those 15 days or not;  
**AND/OR**
  - the student has played in an athletic contest for their former school;  
**AND/OR**
  - the student has tried out for or practiced with a team prior to the beginning of the school year for 5 days or more  
**AND**
  - that student withdraws from School A or has completed the courses in which they were enrolled in at School A, so that student is no longer enrolled in any way at School A;  
**AND**
  - that student enrolls as a full-time student in a new school (School B).  
**THEN**
- that student shall be determined to be enrolled in and having transferred to School B if all conditions of 201.A.(1) above are met.
- b. Students may not practice with or participate in an interscholastic athletic contest for the new school prior to establishing enrollment in the new school meeting the enrollment standards contained herein, except if they are transferring at the beginning of the school year and practice for that season of sport begins prior to the first day that classes begin for the new school. These conditions must be met even if, prior to this, such a student has registered for classes and/or paid a non-refundable registration fee to the new school. Registering for classes and paying a non-refundable registration fee or tuition does not constitute enrollment in the new school for transfer purposes.
- c. For eligibility purposes, students cannot have dual enrollment in two different school at the same time. During the time a student, who is intending to transfer schools, has registered for classes at the new school and/or paid a non-refundable registration fee at the new school, but still remains enrolled in the former school, the student will be considered to be enrolled in the former school. Only at such time as the student has withdrawn from or has completed the courses in which they were enrolled at the former school, and is no longer enrolled in any way at the former school, shall that student be considered as having “transferred” to the new school. This applies to 8<sup>th</sup> graders matriculating the following school year to 9<sup>th</sup> grade in a CIF member school.
- d. No one associated with the athletic program at the new school may perpetrate any violation of CIF 510 or have inappropriate pre-enrollment contact as outlined in CIF bylaw 207.B or 510.B. prior to their enrollment in the new school as defined herein.
- (4) **Enrollment standards for purposes of CIF Bylaw 510 (pre-enrollment contact)** (CIF Bylaw 510)
- a. General information about athletic programs, physicals, summer activity, camps etc. may be distributed to middle school students only by a CIF member school Administrator or Athletic Director

**QUESTION:** *What may representatives of a senior high school do as far as contact with junior high/middle school students is concerned?*

**ANSWER:** *Because a graduate of a junior high/middle school may enter any high school in California and may be residentially eligible in accordance with all CIF rules, contact by senior high school representatives is regulated. Individual coaches cannot visit or initiate contact with junior high/middle school students, but it would be permissible for the school administrator or athletic director (not the coach) of a senior high school to visit the junior high/middle school campus for the purpose of informing students of the total athletic program at the senior high school.*

*However, it is legal on a school day for a high school coach to be part of a total open house and/or school orientation (academics, activities, but not athletics by itself) where a student is part of a general gathering of students on the high school campus and such activity has the approval of the high school and junior high/middle or elementary school principal.*

- b. 8<sup>th</sup> graders who have not graduated from the 8<sup>th</sup> grade may not participate in any athletic meetings conducted by any high school coach that is not part of a school-wide high school presentation. The student may not practice or compete in any contest at any high school, even if they have registered for classes and/or paid a non-refundable registration fee, until they have graduated from the 8<sup>th</sup> grade.
  - c. Contact between coaches (and others associated with the athletic program) and students or their parents during summer activity conducted by a CIF-member school, shall not be considered pre-enrollment contact requiring disclosure, if the student has, previous to that summer, registered for classes at the CIF member school and, in the case of a private school, also paid a non-refundable registration fee and has officially withdrawn from the previous school as long as the contact does not occur prior to the conclusion of the student's former school's year end. Such contact is not required to be disclosed. All other contact not covered in this circumstance between coaches (and others associated with the athletic program) and students or their parents must be disclosed as required in CIF Bylaw 206, 207 and 510.
- (5) **Enrollment in Multi-Campus Schools:** Enrollment of students in a school with an existing multi-campus agreement may be residentially eligible only as provided in Bylaws 303, 304 and 306. (See Related Bylaws: 305 – Home Study/Home Schooling; 306 – Independent Study Programs/Schools.)

**ARTICLE 20-ELIGIBILITY REQUIREMENTS**

**No Changes**

**202 ACCURATE INFORMATION**

**203 AGE REQUIREMENT**

**202, 203**

ARTICLE 20  
ELIGIBILITY REQUIREMENTS

# 204 8 semester

**NO SUBSTANTIVE CHANGES—ONLY LANGUAGE CHANGED TO MIRROR THAT IN 201 AND EXPANDED TO CLARIFY CURRENT INTERPRETATIONS AND APPLICATION OF THE CURRENT BYLAWS.**

- **Expanded clarifying language added in B. and in C. (2) & iv.**

204. **EIGHT CONSECUTIVE SEMESTERS REQUIREMENT- (See also 201.A.2)**

**A. Definition of a Semester of Attendance**

**Repeat of exact  
language in  
201.A.(2)**

The first time any student has been entered on the attendance roll for 15 school days in the 9<sup>th</sup> grade, and/or in any classes taken subsequent to the completion of the 8<sup>th</sup> grade, at any school whether the student has physically been in attendance at those classes for all 15 days or not, or has played in an interscholastic athletic contest, the CIF will count that as the student's first semester of high school eligibility.

~~Once a student has been entered on the attendance roll for 15 school days in the 9<sup>th</sup> grade at any school, or a student has played in an interscholastic athletic contest (scrimmage or game), the CIF will count that as a student's first semester of high school eligibility.~~

- (1) ~~Enrollment and/or attendance for 15 school days or more shall count as one of the eight semesters.~~
- (2) ~~Participation in one or more interscholastic athletic contests shall count as one of the eight semesters.~~

**B. Eight Consecutive Semester Rule**

**NEW EXPANDED,  
CLARIFYING  
LANGUAGE**

A student who first enters the 9th grade of any school following the student's completion of the 8th grade in any school may be eligible for athletic competition during a maximum period of time that is not to exceed eight consecutive semesters following the initial enrollment in the 9th grade of any school **and/or in any classes taken subsequent to the completion of the 8<sup>th</sup> grade, whether or not the student is enrolled in school, whether or not the student is academically or otherwise eligible and whether or not the student avails themselves of the opportunity to participate in interscholastic sports during this time. The CIF allows only 8 consecutive semesters of eligibility available to the student.** and Eligibility is only available ~~must be used~~ during the student's first eight consecutive semesters of enrollment in high school (grades 9-12) at ~~that school or any other school.~~

**C. Section Waivers:**

- (1) **Waiving Semester Limitation:** Each Section may, at its discretion, establish rules and procedures for waiving the limitation on 8 semesters of eligibility, providing:
- The student is required by the student's school principal to return to grade eight from grade nine and the student did not take part in an interscholastic contest while in the 9th grade, for the first time; OR
  - The student, because of mid-year completion of an 8th grade or a mid-year completion of the 9th grade in a junior high school, is required by the student's school principal to repeat a semester of work in order to conform to a school program having annual terms, AND
  - The student has not taken part in an interscholastic athletic contest while enrolled for the first time in the semester which the student's school principal required the student to repeat.

**(2) Waivers of the Charge of a Semester of Attendance**

- a. Other than paragraph (1) and (2) above, relief under this rule may only be granted when the conditions set forth in Bylaw 204.C. below are found to be present. Any other or past rationales or basis for relief under this bylaw are ~~disapproved~~ **invalidated.** (Approved May 2001 Federated Council)
- b. Each Section may waive the charge of one or more of the eight consecutive semesters of eligibility for athletic competition due to a hardship condition that causes the student's absence from school or to extend the student's attendance in school beyond eight consecutive semesters, PROVIDED:
  - (i) That a hardship condition exists that, in the judgment of the Section, warrants a waiver. "Hardship" is defined in CIF Bylaw 214; **AND**
  - (ii) The hardship caused the student to remain out of school for more than half of any semester during his/her high school career; **OR**
  - (iii) The hardship is the direct and sole cause of the student extending his/her attendance beyond eight consecutive semesters even though the student was in attendance for those eight consecutive semesters. Further, the student's extension of his/her attendance beyond eight semesters has no athletic motivation. **AND**
  - (iv) That the student was eligible under all rules in the semester immediately prior to either his/her absence or the onset of the hardship condition that is the direct and sole cause for extending his/her attendance beyond eight semesters; **AND**
  - (v) Such a waiver would not grant more than four years' participation in any sport; (See CIF bylaw 513 and 514); **AND**
  - (vi) Hardship applications may not be submitted prior to the conclusion of the student's 7<sup>th</sup> semester in high school.**
- (3) All other eligibility requirements apply.
- (4) **APPEALS:** A decision to deny such a waiver by the Section Commissioner may be appealed only to the Section and in accordance with the provisions set forth in Bylaw 1101.

**NOTE:** Failure to satisfy the California High School Exit Exam (CAHSEE), California course requirements (e.g. Algebra I), and/or end of course requirements shall not be considered a hardship.

ARTICLE 20  
ELIGIBILITY REQUIREMENTS

# 205 SCHOLASTIC ELIGIBILITY

**NO SUBSTANTIVE CHANGES:**

**EXPANDED LANGUAGE CLARIFYING CURRENT INTERPRETATIONS  
AND APPLICATION OF RULES**

205. SCHOLASTIC ELIGIBILITY

A. Initial Scholastic Eligibility

**NO CHANGE**

B. Continuing Scholastic Eligibility

(1) Minimum Requirements

**NO CHANGE**

(2) Probationary Period

**NO CHANGE**

(3) Grading Period

The grading period is that time when all students in a school are graded. If two grades are given at the end of a grading period, scholastic eligibility shall be established according to the grade issued for credit.

(a) Schools/Districts or Leagues or Sections must establish a date of eligibility determination following the most recent grading period in compliance with their respective CIF/Section Policy. This is the date on which all students become eligible and ineligible based on their officially posted grades in the most recent grading period.

(b) Grades cannot be changed following the grading period for purposes of addressing any deficiency in an individual student's scholastic eligibility.

(c) Only grades changed prior to the established eligibility date and changed in accordance with all CA State Education Code requirements and approved by the principal may be used for purposes of determining scholastic eligibility.

(d) **Incomplete Grades**

A grade(s) of "Incomplete" shall not be considered a passing grade under this bylaw unless, by operation of a school grading policy, "Incomplete" grade shall become a passing letter or (numeric) grade without further achievement or accomplishment by a student, at a certain time. When an "Incomplete" grade is issued which does not automatically become a passing grade, as indicated immediately above, such "Incomplete" grade shall not satisfy the requirement of this bylaw until academic deficiency which gave rise to such "Incomplete" grade shall have been satisfied and a passing grade has been substituted for the "Incomplete" grade. Upon such substitution, the substituted grade shall be considered in determining scholastic eligibility as established by evaluation of previous grading period grades and the substituted grade. A scholastically ineligible student may become immediately scholastically eligible upon such evaluation.

**NEW LANGUAGE**  
**clarifying the**  
**requirement of an**  
**Eligibility date &**  
**changing grades**

- (e) **Physical Education Credits**  
Credits earned in physical education may count toward the 20 semester credits of work requirement.
- (f) **Summer School Credits**  
Summer school credits shall be counted toward making up scholastic deficiencies incurred in the grading period (semester) immediately preceding. Summer school courses failed shall not impair an athlete's scholastic eligibility achieved in the semester immediately preceding. A course taken by contract or independent study during the summer must meet the following four criteria:
  - (1) The course(s) must be approved by the local board of trustees as a valid part of the district's school program;
  - (2) The student receives a passing grade in the courses taken;
  - (3) The personnel providing the instruction and course supervision are approved by the board of trustees;
  - (4) The school credit is recorded on student's transcript.
- (g) **Scholastic Eligibility for Students in Non-Traditional Programs**  
In schools operating on other than the traditional program (i.e., for schools such as those with a modular or flexible scheduling, special programs for the physically-disabled, or continuous progress programs) the principal shall certify **on the established eligibility date** as to the scholastic eligibility of each student based upon satisfactory progress in accordance with the standards defined above. Students may apply college course units to satisfy the 20 semester credits of work requirement and the grade point average requirement. Students who are eligible for differential standards of proficiency pursuant to Section 51412 of the Education Code are covered by that Section.

**NOTE:** For crediting purposes the grading period closes with the last day of school in the given grading period. In determining eligibility, one grading period does not end until the next one begins.

**E C. Waiver of the Requirement of Passing 20 Semester Credits of Work**

**NO CHANGE**

ARTICLE 20  
ELIGIBILITY REQUIREMENTS

# 206 VALID CHANGE OF RESIDENCE

**SUBSTANTIVE CHANGES INDICATED BELOW**  
**(See also attached Proposals 206-1 & 206-2 & 206-3)**

- 206** As written herein **ONLY DEALS WITH** Initial Residential Eligibility and Valid Change of Residence—anything that requires a 207/510 application that was in this bylaw has been moved to 207. (i.e. married, boarding schools, military, foster, return to previous school, court order)
- Rearrange the order of items in 206 C. Valid Change of Residence
  - Add some language for clarification and to refer to changes made in 201.A. (Standards of Enrollment)

**206. RESIDENTIAL ELIGIBILITY**

**A. Initial Residential Eligibility**

A student has residential eligibility upon initial enrollment in: **(See also CIF Bylaw 201.A for definition of enrollment)**

- (1) The 9th grade of any CIF high school, a CIF junior high school, or a junior high school under provisions of Bylaw 303; OR
- (2) The 10th grade of any CIF high school from 9th grade of a junior high school in California.

**B. Continuing Residential Eligibility –(See also CIF Bylaw 201.A)**

A student retains residential eligibility as long as he/she is continuously enrolled in the CIF-member high school in which the student initially enrolled;

**C. Sections may require paperwork for the following provisions:**

**VALID CHANGE OF RESIDENCE:**

**A student may be determined to be residentially eligible,** when a student, whose parent(s)/guardian(s)/caregiver, with whom the student was living when the student established residential eligibility at the prior school **(School A) completes a valid change of residence as described herein when the following conditions are met:**

- (1) **A valid change of residence must be made FROM a residence located in the public high school attendance area, (School A's attendance area) even if the student is not currently attending nor ever has attended, the school in which attendance area they reside, TO another public high schools' attendance area. (School B's attendance area).**
- (2) **School A may be a CIF-member school or a Non-CIF-member school or may be a school located outside of the United States.**

**(3) CIF DEFINITION OF A VALID CHANGE OF RESIDENCE**

A valid residence is defined as the location where the student's parent(s)/guardian(s)/caregiver (with whom eligibility has been established) live with that student and thereby have the use and enjoyment of that location as a residence. **A valid change of residence for eligibility purposes requires the former residence to have been vacated by the entire family for use as its residence. For athletic eligibility purposes a student (with the student's parent(s)/guardian(s)/caregiver with whom residential eligibility has been established) may only have one primary valid residence at one time.**

**(4) DETERMINATION OF WHAT CONSTITUTES A VALID CHANGE OF RESIDENCE**

Determination of what constitutes a valid change of residence depends upon the facts in each case. **In determining that a valid change of residence occurred, the following facts must exist:**

- a. The original residence must be abandoned as a residence by the immediate family. **The new school is responsible for validating this fact;** AND
- b. The student's entire immediate family must make the change **of primary residence** and take with them the household goods and furniture appropriate to the circumstances. For eligibility purposes, a family unit may not maintain ~~two or more residences;~~ **more than one primary residence** AND:
- c. The change of **primary** residence must be genuine, without fraud or deceit, and with permanent intent; AND

NOTE: A student whose family makes a valid **change of residence** ~~move~~ into a new school's **attendance** area (See "iv" below) ~~is~~ immediately **may be** residentially eligible for varsity **competition upon receipt and recording of a CIF 206 Form by the CIF/Section of the student's new school.** A subsequent move into a different school boundary by the family (or other family members) during the next 12 calendar months will result in the student being declared ineligible until cleared for competition by the Section Commissioner.

- d. A request for transfer eligibility based on a valid change of residence by the student's entire immediately family must be supported by documentation. Documentation may be cumulative and no single document or any combination of documents listed below will be considered as definitive that a valid change of residence occurred. The documents must support a finding by the Section that a valid change of residence by the student's entire immediate family occurred prior to participation at the new school; that the previous residence was vacated as required above in paragraphs a. b and c. and that the family no longer has the use and enjoyment of that former residence. The Section Commissioner and school may request additional documents they deem necessary to establish that a valid change of residence occurred as defined above. Evidence may include:
  - Property tax receipts;
  - Bank account statements;
  - Credit card statements

Other documentation that a Section and/or school/district may require that establishes **that the new address** is a person's primary residence ~~is living at the new address.~~ The Section Commissioner and/or school

has the discretion to request additional documents that he/she deems necessary to confirm change in residency. Examples may include:

- Real estate documents indicating and verifying a change of residence (sale and purchase, for instance);
- Court documents indicating a change of residence;
- Declaration of residency executed by the student's parent(s)/guardian(s)/ caregiver;
- Operative telephone and utility service at the student's new residence and terminated at the former residence;
- Utility service receipts;
- Proof of paying for utilities at the new residence including phone, gas, electricity, water, cable television, and garbage collection;
- Proof of submitting a change of address to the U.S. Postal Service to receive mail at the new residence;
- Proof of transfer of the parent(s)/guardian(s)/caregiver and age-appropriate student's motor vehicle registration;
- Proof of changed address on the parent(s)/guardian(s)/caregiver and age-appropriate student driver's license;
- Voter registration listing the new address;
- Proof of entering a long-term lease; **(minimum of 12 calendar months)**
- Rent payment receipts;
- Declaration of residency executed by the student's parent(s)/guardian(s)/ caregiver;

The Section Commissioner and/or school has the discretion to request additional documents that he/she deems necessary to confirm residency.

**Moved from**  
**206.B. (10)**

**(5) CHANGE IN SCHOOL ENROLLMENT MADE IN ANTICIPATION OF A VALID CHANGE OF RESIDENCE ~~Anticipated Residence Change~~**

If a student transfers to a high school in advance of the anticipated change of residence by the student's parent(s)/guardian(s)/caregiver with whom the student was living when the student established residential eligibility, student shall become eligible when the parent(s)/guardian(s)/caregiver actually complete a valid change of residence to that school's attendance area.

**(6) CHOICE OF SCHOOLS AFTER A VALID CHANGE OF RESIDENCE:**

**(6) a. Just language**

**A student choosing a school after making a valid change of residence in accordance with CIF's definition of valid change of residence ~~Such a student has a choice~~ for residential eligibility among as follows:**

- a. **Remaining at the same School:** Continued attendance at the previous school **(School A)** maintains **residential** eligibility at **School A** ~~that same school~~ **as long as the student has remained enrolled in the same school under a district/school approved enrollment process (i.e., inter or intra or senior privilege etc. district/school program)** OR

**expansion  
clarification  
of current  
practice &  
interpretation**

- b. **Changing Schools:** A student must make a valid change of residence out of the public school (School A) attendance area in which their former family residence was located and into another public school's attendance area (School B) (this is true even if the student was not attending public school A but was enrolled in a private school or a charter school). Changing schools following such a valid change of residence will result in full residential eligibility if the following conditions are met:

(i) **SEE PROPOSALS 206-1, 206-2 & 206-3**

**Whatever passes would insert here**

- (ii) The student changes schools immediately following the family valid change of residence or no later than the beginning of the next school year following that family move; AND
- (iii) The new school verifies the family valid change of residence of the family; AND
- (iv) A CIF form 206 documenting the new school's verification of a the family's valid change of residence is completed by the new school and family and received by the CIF Section within 30 days of the valid change of residence and recorded by the respective CIF Section.
- (5) **VALID CHANGE OF RESIDENCE AFTER A DISCIPLINE SITUATION.**  
Such a student will not be granted residential eligibility except as outlined in CIF 210 if the student is changing residence and schools, voluntarily or if compelled by the former school or district, as a result of a disciplinary situation at the previous school. **(See also Bylaw 210)**
- (6) **PRE-ENROLLMENT CONTACT:**  
Such a student will not be granted residential eligibility until the Pre-Enrollment Contact Affidavit with the 206 form is completed by the family and school, received, and recorded by the CIF Section, verifying there is no evidence of the use of undue influence (recruiting) by anyone associated with either school in order to procure the student's enrollment in the new school. **(See also # 8 below and CIF Bylaw 510)**
- (3) **c. School Choice Following a Valid Change of Residence**  
A student, whose parent(s)/guardian(s)/caregiver with whom the student was living when the student established residential eligibility at the prior school move from a residence in public high school attendance area "A" to a residence in public high school attendance area "B," has a choice among continued attendance at the previous school, attendance at School "B," attendance at a charter school within the boundaries of School "B" or attendance at a private school. The student is eligible if the student remains in School "A," or if the student enrolls and attends class immediately or no later than the beginning of the next school year in

**Moved to  
206.C.3  
Valid Change  
of Residence**

School "B", a charter school within the boundaries of School "B" or a private school.

(7) **SAME SPORT AT TWO DIFFERENT SCHOOLS**

No student shall be eligible to participate in the same sport at two different schools in the same school year unless the student changed schools as a result of a valid change of residence by the student and his parent(s)/guardian(s)/caregiver. In the event of a change of schools due to a valid change of residence, a student will be allowed to participate in the same sport at two different schools not to exceed, in total, the maximum number of contests in that sport as established by the ~~Section~~ **CIF and/or** the CIF/Section. (Revised May 2010 Federated Council)

**Moved from**  
**206.2.C.**

(8) **ATHLETICALLY-MOTIVATED VALID CHANGE OF RESIDENCE**

If a student completes a valid change of residence as provided in Paragraphs 206.1 & 2, a student may not be eligible to participate at the varsity level if there is evidence the move was athletically motivated or the student enrolled in that school in whole or in part for athletic reasons (See Bylaw 200; ~~207(e)~~ **510.B-G**)

Q: What is meant by an athletically motivated move or transfer?

A: Based on the CIF philosophy that the "student attend school to receive an education first; athletic participation is secondary" (Bylaw 200 B), individual Section Offices may limit eligibility for a student when there is evidence the transfer, or move is made to acquire athletic participation at "School B." Such evidence of an athletically motivated move may be, but is not limited to: Evidence of parental or student dissatisfaction with a coach or a coaching decision at the former school.

- Evidence the student's move would result in the assurance the student would gain varsity participation at the new school or result in more playing time.
- A move to a school by the student that is believed (objectively or subjectively) to be more competitive or athletically "visible".
- A demonstrated move or transfer that is prompted by association with club programs or outside agencies that use the facilities of the new school.
- A demonstrated move or transfer to a school with which the student has had an athletic association.
- A move or transfer to a school by a student who is associated with outside agencies that use the facilities or personnel at the new school of attendance.
- The preponderance of credible evidence the move was not made in good faith to secure greater educational advantage for the student.

The standard applied to the evidence of "athletic motivation" is that which is associated with a student move or transfer proffered to a hearing officer or Section Commissioner is that which a responsible person acting in a thoughtful manner would judge be with "athletic motivation"

## 206-1 PROPOSAL

This proposed language change gives the student more options of school choice after a valid change of residence. This language attempts to treat all schools the same and is less restrictive than the current language.

**RATIONALE:** If a student can choose to go to any private school after a valid change of residence, why do we limit which public schools they can attend? If a public school district allows a student to enroll in a school other than the school into whose attendance area the family moved, why does the CIF try to restrict this?

- (i) **student enrolls, attends, and/or is carried on the attendance roll at the new public school (School B) into whose attendance area the family moved, or another public school in accordance with the district(s) policies or a private school or a charter school; AND**

## 206-2 PROPOSAL

This proposed language change is more restrictive and 206-1 AND more restrictive than the current language. This language attempts to treat all school the same, but is more restrictive in limiting the choice of private schools as it does for public and charter schools.

**RATIONALE:** Student should only be eligible in the public school into whose attendance area they move. This restricts which private school(s) in which they can enroll; also restricts which charter schools in which they can enroll and gain athletic eligibility after a valid change of residence.

- (i) **student enrolls, attends, and/or is carried on the attendance roll at the new public school (School B) into whose attendance area the family moved or a private school closer geographically to the new family residence than any other private school or a charter school within the boundaries of School B's attendance area; AND**

## 206-3 PROPOSAL

### CURRENT BYLAW with expanded language

This proposal reflects the current bylaws but adds and changes some words to fit in with the "rewrite" and "reorganization: of Article 20.

- (i) Student enrolls, attends, and/or is carried on the attendance roll at the new public school (School B) into whose attendance area the family moved or a private school or a charter school within the boundaries of School B's attendance area;, AND

ARTICLE 20  
ELIGIBILITY REQUIREMENTS

# 207 & 208 Transfers & Hardships

**NO SUBSTANTIVE CHANGES TO 207 OR 208**

**ATTACHED PROPOSAL FOR SUBSTANTIVE CHANGE TO LIMITED AND HARDSHIP TRANSFERS.**

- **Moved 209.B here**
- **Copied Standards of enrollment for transfer students same as written in 201**
- **Moved some transfer categories formerly in 206 which required 207/510 transfer applications from 206 to 207 (i.e. married, foster, military etc.)**
- **Using consistent language (for example: limited, unlimited, determined to be, residential etc.)**
- **Struck through "immediate" language since these transfer require 207/510 clearance by the CIF Section.**

## 207 TRANSFER ELIGIBILITY

### A. DETERMINATION OF TRANSFER STUDENT STATUS-STANDARDS OF ENROLLMENT (SEE ALSO 201.A.3.)

1. A student shall be considered to be a transfer student when:

- the student has been on the attendance roll of their former school (School A) for 15 days or more for classes occurring at School A, whether or not they have been in attendance during those 15 days or not;  
**AND/OR**
- the student has played in an athletic contest for their former school; **AND/OR**
- the student has tried out for or practiced with a team prior to the beginning of the school year for 5 days or more  
**AND**
- that student withdraws from School A or has completed the courses in which they were enrolled in at School A, so that student is no longer enrolled in any way at School A;  
**AND**
- that student enrolls as a full-time student in a new school (School B).  
**THEN**

that student shall be determined to be enrolled in and having transferred to School B if all conditions of 201.A.(1) above are met.

**#1 is  
same  
language  
repeated  
from  
201.A(3)**

2. Students may not practice with or participate in an interscholastic athletic contest for the new school prior to establishing enrollment in the new school meeting these enrollment standards except if they are transferring at the beginning of the school year and practice for that season of sport begins prior to the first day that school and classes begin. These conditions must be met even if prior to this such a student has registered for classes and/or paid a non-refundable registration fee to the new school. Registering for classes and paying a non-refundable registration fee or tuition does not constitute enrollment in the new school.
  - a. For eligibility purposes, students cannot have dual enrollment in two different schools at the same time. During the time a student, who is intending to transfer schools, has registered for classes at the new school and/or paid a non-refundable registration fee at the new school, but still remains enrolled in the former school, the student will be considered to be enrolled in the former school. Only at such time as the student has withdrawn from or has completed the courses in which they were enrolled at the former school, and is no longer enrolled in any way at the former school, shall that student be considered as having "transferred" to the new school. This applies to 8<sup>th</sup> graders matriculating the following school year to 9<sup>th</sup> grade in a CIF member school.
3. No one associated with the athletic program at the new school may perpetrate any violation of CIF 510 or have inappropriate pre-enrollment contact as outlined in CIF bylaw 207.B or 510.B. prior to their enrollment in the new school as defined above. (See also CIF Bylaw 201.A (4))

#### **B. CIF TRANSFER RULE**

**All students transferring at any time during their enrollment in high school, to a CIF member school** after their initial enrollment in the 9<sup>th</sup> grade in any school (referred to as Former School or School A) shall have their eligibility determination made in compliance with the following 207 B. bylaws **except:**

- those making a valid change of residence (CIF Bylaw 206); OR
- those transferring to or from a CIF member school under the auspices of a CIF-approved foreign exchange program (CIF Bylaw 209); OR
- those transferring as a result of discipline (CIF Bylaw 210).

#### **Notes:**

**Emancipated Minors:** This bylaw also applies to students 18 years of age or older and emancipated minors. AND

**No Child Left Behind Act:** Students transferring to another school under any provision of the federal legislation "No Child Left Behind Act" are not residentially eligible at their new school. However, a student may become eligible under the provisions of the appropriate Section and State CIF Constitution and Bylaws.

**Boarding School:** A high school student who transfers to or from the status of a full time resident at a 24-hour boarding school shall be subject to all provisions of Bylaw 207.

#### **1. MANDATORY APPLICATIONS FOR ELIGIBILITY DETERMINATION**

All such transfer students addressed in 207 must complete the respective CIF/Section-required 207/510 Application form. This form must be submitted to the CIF/Section for an eligibility determination. No transfer student is eligible to compete for their new school of enrollment until a determination has been made by their respective CIF/Section. (See also CIF Bylaw 501, 510 and 700.)

2. **PRE-ENROLLMENT DISCLOSURE REQUIREMENTS**

(Please see also 201.A.1 & 4 and 510.)

Any and all pre-enrollment contact of any kind whatsoever with a student must be disclosed by the student, parent(s)/ guardian(s)/caregiver, and the schools **involved to their respective CIF/Section office** on a completed CIF Pre-Enrollment Contact Affidavit (CIF Form 510). Pre-enrollment contact may include, but is not limited to: any communication of any kind, directly or indirectly, with the student, parent(s)/guardian(s)/caregiver, relatives, or friends of the student about the athletic programs at a school; orientation/ information programs, shadowing programs; attendance at outside athletic or similar events by anyone associated with the school to observe the student; participation by the student in programs supervised by the school or its associates before enrollment in the school per CIF Bylaw 201.A. 1 & 4.

3. **TRANSFERS TO A CIF-MEMBER SCHOOL (described as New School or School B) FROM SCHOOLS (described as Former School or School A) LOCATED IN THE UNITED STATES, A U.S. TERRITORY, CANADA OR A U.S. MILITARY BASE (Referred herein as Domestic Transfers)**

Such transfer students who meet all other requirements for eligibility outlined in CIF Bylaws, will be granted unlimited residential eligibility in all sports at all levels at the new school EXCEPT

- a. in any sport(s) in which the transfer student has competed at any level at the former school(s), in the twelve calendar months immediately preceding their transfer to the new school. The student will be limited to sub-varsity (limited) eligibility in those sports; AND
- b. no student shall be eligible to participate in the same sport at two different schools in the same school year.
- c. if the transfer is **determined to be** athletically motivated. Athletically motivated transfers may be considered prima facie evidence that the student enrolled in that school in whole or in part for athletic reasons and cause the student to be ineligible for participation in those sports in which the student participated at the former school. (See also CIF 510.)

The student shall have **unlimited residentially eligibility for all sports at all levels** ~~become varsity eligible under Bylaw 207~~ the rule after **having been enrolled for 12** calendar months from the date of transfer to the new school. ~~one calendar year from the date of first attendance at the new school~~

4. **FOREIGN TRANSFERS NOT IN A CIF-APPROVED FOREIGN EXCHANGE PROGRAM (referred herein as Foreign Transfers)**

**Students who** transfer to a CIF Member school (described as New School or School B) from:

- **any** schools (described as Former School or School A) **which is** located outside of the United States , a U.S. Territory, U. S. Military Base or Canada; **AND**
- who are not enrolled **in the CIF member school** under the auspices of a CIF-approved foreign exchange program; **AND**
- who meet all other requirements for eligibility in CIF Bylaws,

~~will~~ may be granted unlimited residential eligibility in all sports at all levels at the new school EXCEPT:

- a. in any sport(s) in which the transfer student has competed at any level for a club or school team, in the twelve calendar months immediately preceding their transfer to the new school. The student will be limited to sub-varsity (limited) eligibility in those sports. For the purpose of this bylaw, any and all organized sports programs (e.g. youth teams, community teams, club teams, national teams at any level or individualized instruction for competition in development schools or programs) in which the international student competed on, or participated within the last 12 months, will be considered by the CIF in determining whether the student participated in the equivalent of interscholastic competition; AND
- b. ~~no student shall be eligible to participate in the same sport at two different schools in the same school year.~~ no student who has participated with a club or school team as

**b added here  
from old  
206.B. 11**

**b added here  
from old  
206.B. 11**

described in a., shall be eligible to participate in the same sport at the CIF member school within the same 12 month period; AND

- c. if the transfer is **determined to be** athletically motivated. Athletically motivated transfers may be considered prima facie evidence that the student enrolled in that school in whole or in part for athletic reasons and cause the student to be ineligible for participation in those sports in which the student participated at the former school. (See also CIF 510.)

The student **may be granted** shall have **unlimited residentially eligibility for all sports at all levels** ~~become varsity eligible under Bylaw 207~~ the rule after **having been enrolled for** 12 calendar months from the date of transfer to the new school. ~~one calendar year from the date of first attendance at the new school~~

IN ADDITION, SUCH FOREIGN TRANSFERS MUST

- d. possess a valid visa, allowing them to attend school, issued by the U.S. Immigration and Naturalization Service or be a U.S. citizen who has been attending the equivalent of a United States high school secondary educational program outside of the United States; AND
- e. provide to the principal of the school he/she attends an official un-translated transcript and a transcript that is translated into English, by an agency acceptable to the Section from the National Association of Credential Evaluation Service (NACES) membership, which indicates work taken in all grades in which the student was enrolled; the grade level equivalent in the United States as if the international student had completed all courses attempted satisfactorily; and the California grade-point average equivalent; AND
- f. if required, the foreign transfer student must pay tuition to the school/school district he/she attends as prescribed in Education Code Section 48052 et seq.; AND
- g. be subject to the maximum of eight consecutive semesters bylaw **(204)**; AND
- h. be subject to the age requirement bylaw **(203)** AND
- i. not have graduated from high school. If they should have graduated, or have completed the equivalent coursework for graduation from high school/secondary school, the student is ineligible to participate in CIF competition; AND
- j. not have the school's coaching staff, paid or voluntary, serve as the resident family for the foreign transfer student.

~~Boarding School: Foreign transfer students who transfer to or from the status of a full-time resident at a 24-hour boarding school shall be subject to all provisions of Bylaw 209.B.(1)~~

~~All foreign transfer students shall submit the appropriate waiver application(s) for approval as required by their respective Section under Bylaw 209.~~

~~Hardship Waiver: A hardship waiver of 209.B. (1) may be granted to a foreign transfer student pursuant to the conditions of Bylaw 208.~~

**NOTE: CIF Sections may require individual students to have their school records/transcripts from the school from which they are transferring evaluated by an outside agency at the students or school expense.**

**moved to  
notes under  
207.B.**

**SUBSTANTIVE CHANGES THAT ARE ATTACHED  
START AT THIS POINT AND, IF APPROVED,  
WOULD REPLACE  
207.5, 207.E AND 208-as written herein  
SEE ATTACHED  
207/208/510 b LIMITED AND UNLIMITED  
PROPOSAL FOR CHANGE**

5. APPLICATIONS FOR AN EXCEPTION TO WAIVER OF TRANSFER ELIGIBILITY LIMITATIONS

Waivers of Exceptions to the determination of limited eligibility under 207. B (application for unlimited residential eligibility in all sports) may be applied for by the new school (CIF Form 207/510) on behalf of the student and consideration for unlimited residential eligibility will be given by the respective CIF/Section upon review of the application under the following conditions:

- a. **Foster Children (Domestic Transfers Only)**  
A student under the court ordered supervision of the California Foster Care System who has changed residences pursuant to a court order and as a result, has transferred schools, **shall be determined to be immediately residentially eligible for unlimited participation** in interscholastic athletics provided all other CIF rules and regulations are met. A change of residence ordered by a social worker of the California Foster Care System shall be acceptable, provided all other CIF rules and regulations are met. (Approved May 2009 Federated Council.)
- b. **Military Service (Domestic Transfers Only)**  
A student **shall be determined to be immediately residentially eligible for unlimited participation** interscholastic athletics when returning from military service provided:
  - a. The student was eligible when the student entered into the Armed Forces; AND
  - b. The student enrolls in the same school which the student attended before leaving for the service, or enrolls in the school in the district in which the student's parent(s)/guardian(s)/ caregiver reside; AND
  - c. The student enrolls in the school no later than the succeeding semester after being discharged; AND
  - d. Provided student did not receive a dishonorable discharge; AND
  - e. The student is fully eligible under all other rules of the CIF.
- c. **Married Status**  
A student who marries and lives with the student's spouse **shall be determined to be immediately residentially eligible for unlimited participation** in interscholastic athletics in the school in the attendance area in which the student **and their spouse** resides.
- d. **Return to Previous School**  
When a student eligible in School A transfers to School B and is residentially not eligible, the student may return to School A and **shall be determined to be immediately residentially eligible for unlimited participation in interscholastic sports** provided the student did not participate in an interscholastic athletic contest while at School "B" and provided the student's parent(s)/guardian(s)/ caregiver still reside in School "A's" attendance area.

**NOTE:** The Section may require some paperwork.

**E. ~~Intra-district and Inter-district Transfers/Open Enrollment~~**

~~Each Section shall adopt rules and procedures that address eligibility~~

**a. - e. moved  
from 206  
Commissioners  
agreed we  
all require  
a 207/510  
form on such  
transfers.  
Therefore,  
they should  
be listed in  
207 not 206**

**Immediate  
language is  
stricken  
these students  
would need to file  
207 forms like  
other transfers  
so no immediate  
eligibility-  
eligibility  
after approval.**

~~pursuant to the provisions of the State Education Code sections 35160.5(b)(1) et seq. and 48300 et seq. ("open enrollment" and school choice legislation). However, the Section Commissioner shall make all final determinations of transfer eligibility. (See Bylaw 207.B.)~~

~~e. **Court Order**~~

~~If court action requires a student to transfer from one school to another when there has been no corresponding **valid** change of residence on the part of the student's parent(s)/guardian(s)/caregiver with whom the student was living when the student established residential eligibility, the student will be ineligible at the new school unless approved by action of the Section **under the provisions of CIF Bylaw 207.**~~

**e. Commissioners agreed to remove this-we would grant these under hardship 208 so this language is not necessary**

**e. Low Achieving Schools (Domestic Transfers Only)**

A student at any grade level may transfer from a low achieving school, as defined by the State Department of Education and on the annual published list, without limitation upon receipt of a valid 207 Form. Any student transferring under the provisions of this bylaw must meet all other applicable eligibility guidelines [see Bylaws 203, 204, 205, 207.B (1), 210]. Students may not receive unlimited eligibility if there is evidence that the transfer is athletically motivated or there is undue influence or pre-enrollment contact. (See Bylaw 207.C.) All requests for athletic transfer eligibility (Bylaw 207) must be accompanied by a copy of their district-approved transfer documentation/form under the applicable district guidelines. Students transferring under the provisions of Bylaw 207.B (3) may transfer to a public school, including a charter school (that is or is not on the list of low achieving schools) as long as the school to which a student transfers has a higher API than the student's current school. The school to which the student transfers must be to either the geographically closest public school or the geographically closest charter school to the residence of the student and to the parent(s)/guardians(s)/caregiver(s) with whom the student was living when the student established residential eligibility at the low achieving school. To obtain athletic eligibility at a school other than the closest public or charter school, a student must apply for, and be granted, a hardship waiver pursuant to other CIF eligibility rules.

**Q: Why are charter schools included?**

**A: Charter schools are considered public schools and are included on the list of Low Performing Schools and are subject to this bylaw.**

**Q: Does this bylaw apply to private schools?**

**A: No. Private schools do not have an API score and therefore there is no score to measure where they stand.**

**Q: My school is on the low achieving school list. I want to go to a school that is not the geographically closest higher performing school. Am I eligible?**

**A: No. This bylaw indicates you are eligible at the next geographically closest higher performing school.**

**Q: What if the next geographically closest school is impacted and closed to new students?**

**A: You would be eligible at the next geographically closest school as long as that school is a higher performing school.**

**f. Board of Education Ruling: (Domestic Transfers Only)** A student, or group of students, who transfer as a direct result of a ruling by the Board of Education of a school district that has two or more high schools and which mandates a change

of school attendance boundaries shall be determined to be immediately residentially eligible for unlimited participation in interscholastic athletics in the school in the attendance area in which the student(s) are required to attend, provided the Board of Education Ruling is not a result of a disciplinary situation.

**g. Substantive change if applied to foreign transfers currently they are not allowed to use this eligibility option Please discuss what your section thinks about this change**

**Students transferring for the first time before their third semester in high school: (DOMESTIC STUDENTS ONLY?-OR FOREIGN & DOMESTIC?)**

A student may be granted unlimited residential ~~have transfer~~ eligibility provided the student moves from any school (foreign or domestic) to a CIF school due to a family decision to transfer the student prior to the first day of the student's third consecutive semester (typically the first semester of the sophomore year) of attendance since the initial enrollment when the following conditions are met:

1. This is the first transfer of this student since his/her initial enrollment in the 9th grade; AND
2. The student is not transferring as a result of a disciplinary situation (See also Bylaw 210); AND
3. The student was scholastically and otherwise eligible at the former school immediately prior to the transfer. A student who was scholastically ineligible at their previous school will not be eligible to compete at the new school until the requirements in Bylaw 205 are met and the new school has completed a grading period to verify that the student has met the CIF and school district scholastic eligibility requirements. A student cannot be placed on probation at the new school to fulfill this requirement.; AND
4. There is no evidence that the transfer, in whole or part, athletically motivated (See also Bylaw 510.b); AND
5. The CIF Form 510 Pre-Enrollment Contact Affidavit is completed verifying that there is no evidence of the use of undue influence (recruiting) by anyone associated with either school; AND
6. The CIF Form 207 Athletic Transfer Eligibility Application and CIF Form 510 Pre-Enrollment Contact Affidavit have been approved by the Section.
7. ~~No student shall be eligible to participate in the same sport at two different schools in the same school year unless the student changed schools as a result of a valid change of residence by the student and his/her parent(s)/guardian(s)/caregiver. In the event of a change of schools due to a valid change of residence, a student will be allowed to participate in the same sport at two different schools not to exceed, in total, the maximum number of contests in that sport as established by the Section.~~

**repeated from h.1.**

**#7, covered in 207.B.3 & 4.  
Valid change in 206**

- h. All 9th grade students who are transferring for a second time, or any 10th, 11<sup>th</sup> or 12th grade students at any time may be granted unlimited residential ~~have transfer~~ eligibility provided the student moves from any school (foreign or domestic) to a CIF school due to a family decision to transfer the student based on hardship circumstances pursuant to CIF in Bylaw 208 AND when the following conditions are also met:
  1. A student who was scholastically ineligible at their previous school will not be eligible to compete at the new school until the requirements in Bylaw 205 are met and the new school has completed a grading period to verify that the student has met the CIF and school district scholastic eligibility requirements. A student cannot be placed on probation at the new school to fulfill this requirement.
  2. A student will be declared ineligible for one calendar year from the date of transfer if he/she is transferring for disciplinary reasons as defined in Bylaw 210.
  3. There is evidence of a violation of Bylaw 510.

b. ~~\_\_\_\_\_~~ The student shall become varsity eligible under the rule after one calendar year from the date of first attendance at the new school.

(2) ~~\_\_\_\_\_~~ Boarding School

A high school student who transfers to or from the status of a full-time resident at a 24-hour boarding school shall be subject to all provisions of Bylaw 207.

(3) ~~\_\_\_\_\_~~ Hardship Waivers

Sections may waive the limited eligibility of a student pursuant to Bylaw 208 Transfer Hardship. (Revised May 2010 Federated Council)

**No changes  
to C.**

C. **PRE-ENROLLMENT COMMUNICATION OR CONTACT**

A student who transfers from School "A" to School "B," as described in Bylaws 207.A. and 207.B. above, shall not be eligible for interscholastic athletics at School "B" until application, under the appropriate CIF/Section procedures, is completed, including the following:

(1) **Mandatory Former School Attestations** (Certification?)

The principal and athletic director of School "A" shall attest that to the best of their knowledge they have no credible evidence\* of any person: who is connected with the athletic department of School "B;" who is part of the booster club of School "B;" or who is acting on their behalf, having communication, directly or indirectly, through intermediaries or otherwise, with the transfer student, student's parent(s)/guardian(s)/caregiver, or anyone acting on behalf of the student, prior to the completion of the enrollment process.

**Definition of Credible Evidence**

*\*Credible evidence is considered as evidence which proceeds from a trustworthy source; evidence which is so natural, reasonable and probable as to make it easy to believe; information which is obtained from authentic sources or from the statements of persons who are not only trustworthy, but also informed as to the particular matter; that which is not mere speculation, or rumor.*

(2) **Mandatory New School Certification**

The principal, athletic director and head coach of School "B" shall certify that to the best of their knowledge, no person: who is connected with the athletic department of School "B;" who is part of the booster club of School "B;" or who is acting on their behalf, has had communication, directly or indirectly, through intermediaries or otherwise, with the transfer student, student's parent(s)/guardian(s)/caregiver, or anyone acting on behalf of the student, prior to the completion of the enrollment process.

(3) **Club Coach Association with new School**

The transfer of a student from his or her current school of attendance with or without a valid change of residence (CIF Bylaw 206) ~~corresponding change of residence to~~ **any CIF member** high school where the student participated or participated, during the previous 24 months, on a non-school athletic team, (i.e. AAU, American Legion, club team, etc.) that is associated with the new school in the sports previously participated in shall be considered prima facie evidence ("sufficient evidence") of undue influence/recruiting by the school to which the student transfers. Such transfer may be considered prima facie evidence ("sufficient evidence") that the student enrolled in that school in whole or part for athletic reasons. A team associated with the school is one that is organized by and/or coached by any member of the coaching staff at, or any other person associated\*\* with, that school and/or on which the majority of the members of the team (Participants in practice and/or competition) are students who attend that school. When a prima facie case ("sufficient evidence") of undue influencing/recruiting exists, the student shall be ineligible to represent the new school in interscholastic athletic competition for a period of one calendar year from the date of the student's enrollment in the new school in all sports in which the student participated at the former school unless sufficient proof is presented to the satisfaction of the Section Commissioner that rebuts or disproves the evidence of undue influence/recruiting for athletic reasons.

**DEFINITION OF PERSONS ASSOCIATED WITH SCHOOL**

*\*\*Defined as: Persons "associated" with a school include, but are not limited to; current or former coaches, current or former athletes, parent(s)/guardian(s)/caregiver of current or former student/athletes, booster club members, alumni, spouses or relatives of*

*coaches, teachers and other employees, coaches who become employed, active applicants for coaching positions, and persons who are employed by companies or organizations that have donated athletic supplies, equipment or apparel to that school.*

(4) **Relocation of former high school coach:**

A student at any grade level who transfers to a new school within one calendar year of the relocation of his/her **former** high school coach to that school with or without a corresponding **valid** change in residence shall be considered prima facie evidence ("sufficient evidence") of undue influence/recruiting by the school to which the student transfers or may be considered prima facie evidence ("sufficient evidence") that the student enrolled in that school in whole or in part for athletic reasons. When a prima facie case ("sufficient evidence") of undue influence/recruiting exists, the student shall be ineligible to represent the new school in interscholastic athletic competition for a period of one calendar year from the date of the student's enrollment in the new school in all sports in which the student participated at the former school unless sufficient proof is presented to the satisfaction of the Section Commissioner that rebuts or disproves the evidence of undue influence/recruiting for athletic reasons.

(5) **Disclosure:**

Any pre-enrollment communication as described above must be disclosed in full, and in writing, to the appropriate Section. The Section Commissioner shall determine if the pre-enrollment communication is a violation of Bylaw 510.

(6) **Clearance of Pre-Enrollment Contact**

A student with whom contact or communication has occurred, as described in paragraph "a." above, and who meets all other CIF/Section transfer waiver requirements, may become eligible upon determination that:

- the communication was completely unrelated to any aspect of School B; AND
- was of a type that, from the objective point of view of a reasonable person disinterested in the win/loss record of School B, does not have an effect upon the integrity of interscholastic athletics at School A or School B.

(7) **Penalties**

Failure to disclose pre-enrollment communication with School B persons, identified in C.(2) above, to disclose any pre-enrollment contact, or communicate in writing to the appropriate Section as described in C.(3) above may result in:

- a. A forfeiture of all games in which the student participated; AND/OR
- b. Disqualification from playoff and championship competition for all seasons in which
- c. the student is a member of the school's team. (A student shall be considered a member of the school's team if he or she participated in any aspect of an interscholastic contest, no matter how brief such participation may have been); AND/OR
- d. Divestment from the school of all trophies, banners and other indicia of athletic success obtained while the student was a member of the school's team.

**D. Moved to 207.B. in a Note** ~~D. **EMANCIPATED MINORS:** This bylaw also applies to students 18 years of age or older and emancipated minors.~~

**NCLB NOTE moved to 207.B.** ~~**NOTE:** Students transferring to another school under any provision of the federal legislation "No Child Left Behind Act" are not residentially eligible at their new school. However, a student may become eligible under the provisions of the appropriate Section and State CIF Constitution and Bylaws. (Revised May 2010 Federated Council)~~

**APPEALS**

Appeals **of residential eligibility determinations made by a CIF/Section** involving transfer students must be in accordance with all relevant provisions of the CIF appeal process as set forth in Bylaw 1100.  
(Revised May 2010 Federated Council)

**208. HARDSHIP WAIVERS DEFINITION**

**The following definition of hardship in conjunction with the other required aspects of 207 will be used in the consideration of a hardship exception for transfer students.**

The CIF recognizes that, in certain circumstances, students may transfer from one school to another due to a compelling need or situation beyond a student's control. In such cases the Section may waive the transfer limitation imposed on a student when the case meets the definition of a hardship. (See "A." below.) Consideration of any hardship request under this bylaw requires documented proof of the hardship circumstance, and all facts to be considered must be submitted at the time of application. Consideration will be given to those situations in which there is no evidence of athletic motivation, undue influence, pending disciplinary action or falsification of information (See also Bylaw 202).

- A. A hardship is defined as an unforeseeable, unavoidable and uncorrectable act, condition or event that causes the imposition of a severe and non-athletic burden upon the student or his/her family. Sections may only waive the transfer limitation if the conditions of hardship are met, and there is sufficient documentation to support the hardship claim. Sections may not waive the applicable rule if the conditions of hardship are not met.
- B. Consideration of any hardship request to a Section requires documentation. Such documents may include, but not be limited to copies of current transcripts, financial documents, medical statements and/or supportive statements from the previous school attended.

**No other changes proposed to current 207 or 208**

## 209 NOW ADDRESSES FOREIGN EXCHANGE STUDENTS ONLY

Moved 209.B. to 207

### 209. FOREIGN EXCHANGE STUDENTS

A foreign exchange student is a transfer student from one school to another without a valid change of residence (See CIF bylaw 206.C) under the auspices of a foreign exchange program.

#### A. STUDENTS TRANSFERRING TO A CIF MEMBER SCHOOL UNDER THE AUSPICES OF A CIF-APPROVED FOREIGN EXCHANGE PROGRAM.

Foreign Exchange students transferring under the auspices of a CIF-approved foreign exchange program from a school located outside the United States, a U.S. Military Base, a U.S. Territory or Canada to a CIF member school may be granted unlimited residential eligibility for all CIF athletic competition if all of the following conditions apply:

- (1) Such student must be under the auspices of, and be placed with a host family in the United States by, a foreign exchange program that meets all the requirements listed below: The program has been accepted for listing by the Council on Standards for International Educational Travel (CSIET); AND

The program has submitted a signed CIF Foreign Exchange Program Approval Request form:

- a. Stating that their placement procedures for foreign exchange students are purely random with respect to athletic participation and school placement; AND
- b. Stating that there shall be no school, coach, community, relative or friend contact related to athletics regarding the enrollment of any student in a particular school; AND
- c. Has been approved by the CIF; AND
- d. The program has been recognized by the U.S. State Department and the California Attorneys' General Office, and the Council on Standards for International Educational Travel (CSIET); AND
- e. Any CIF-approved foreign exchange program that fails to fulfill the State CIF conditions for exempt status shall be subject to immediate suspension of its exempt status and subject to permanent loss of its exempt status after due process has been fulfilled. *All approved programs will be posted on the State CIF web site ([www.cifstate.org](http://www.cifstate.org))*

CSIET added here as  
reflected in NOTE below

**NOTE:** Only foreign exchange programs registered with the California Attorneys General office and the U.S. State Department may place foreign exchange students in a California School (Government Code Section 12620 et seq.). The CIF-approved list of programs posted on the CIF Web Site, ~~list above~~ reflects the programs approved by CIF that are also registered with the California Attorneys General office, the U.S. State Department. General and the Council on Standards for International Educational Travel (CSIET). No other exchange programs will be recognized by the CIF as approved exchange programs for 2010-11.

- (2) A foreign exchange student shall have been placed with a host family in compliance with this bylaw and Bylaw 510 (undue influence). Such student will have the choice of attending:
- a. The public school in the host family's public school

**Split former b.  
into b. & c**



- b. attendance area; OR
- b. A private school located in the host family's public school attendance area; OR
- c. To gain residential eligibility at any other school, the student must receive written approval from both the principal of the public school located in the host family's attendance area and the principal of the other school; OR
- d. In the event of a change of placement by the CIF-approved foreign exchange program, a different public school or private school with written approval from the principal of the new school.

**NOTE:** A foreign exchange student is considered to be placed with a host family when written notice of placement is provided by the exchange organization to the student and his/her parent(s)/guardian(s)/caregiver, and to the host family;

- (3) Neither the school the foreign exchange student attends, nor any person associated with the school, shall have input into the selection of the foreign exchange student; AND
- (4) No member of the school's coaching staff, paid or voluntary, may serve as the host family for the foreign exchange student; AND
- (5) A foreign exchange student involved in an approved foreign exchange program where placement is not in accordance with State CIF conditions for exempt status is subject to loss of his/her residential eligibility (waiver of the transfer rule); AND
- (6) A foreign exchange student must possess a current J-1 visa, issued by the U.S. State Department; AND
- (7) A foreign exchange student must comply with all eligibility requirements set forth by the CIF and the Section having jurisdiction; AND
- (8) A foreign exchange student who graduated from high school is ineligible to participate in CIF competition, unless the educational program in the student's country completes high school (graduation) after the student's 10th or 11th year of regular schooling (not including pre-school or kindergarten classes), in which case the student may have CIF athletic eligibility through the 12<sup>th</sup> consecutive year of regular school attendance after initially enrolling in the first grade (not pre-school or kindergarten classes); AND
- (9) A foreign exchange student participating in a CIF-approved foreign exchange program must comply with the maximum of eight consecutive semesters bylaw. A foreign exchange student who is not in compliance with the eight consecutive semesters bylaw may apply for a waiver under the bylaws established by the State CIF and the respective Section of the student's current CIF school; AND
- (10) A foreign exchange student must be eligible under all other State and Section bylaws; AND
- (11) All foreign exchange students in CIF-approved foreign exchange programs shall submit the appropriate waiver application(s) as required by their respective Section under Bylaw 209 with a CIF Pre-Enrollment Contact Affidavit (CIF Form 510) signed by the student and a host parent (part 1), and the enrolling school official(s) (part 3). Foreign students in CIF-approved foreign exchange programs need not obtain signatures of officials from their former school; AND
- (12) A foreign exchange student who participates in an interscholastic athletic contest or is enrolled in and/or attends a school for 15 school days or more shall be considered to have been "enrolled" in that school and shall be classified as a transfer student if the student subsequently enrolls at another school.
- (13) ~~Hardship Waiver: A hardship waiver of 209.A.(1) may be granted to a foreign exchange student pursuant to the conditions of Bylaw 208.~~

**NO  
CHANGES  
to 3-12**

**Don't need this-  
covered in 207.B**

**B. CIF STUDENTS TRANSFERRING BACK TO A CIF MEMBER SCHOOL FROM ENROLLMENT IN A FOREIGN EXCHANGE PROGRAM.**

A Foreign Exchange Student who, after being enrolled in a CIF member school (referred to as school A), transfers under the auspices of a foreign exchange program to a school located outside the United States, a U.S. Territory, a U.S. Military Base or Canada (to be referred to as School B) and who, following completion of their foreign exchange program, transfers back to school A, may be granted unlimited residential eligibility ~~residentially eligible for all sports at all levels at School A~~ for all CIF athletic competition when the following conditions are met:



**Reflects the need for approval and leaves open language when there may be other problems with the application**

- (1) The student is returning to the same CIF-member school in which they were enrolled immediately prior to their enrollment in the foreign school; AND
- (2) There is no evidence that the transfer to or from the foreign country was athletically motivated (see also Bylaw 510); AND
- (3) There is no evidence of the use of undue influence (recruiting) by anyone associated with either school or the foreign exchange program; AND
- (4) The CIF student is in compliance with all eligibility requirements set forth by the CIF and the Section having jurisdiction; AND
- (5) The CIF student who has participated in the foreign exchange program must comply with the maximum of eight consecutive semester bylaw. If a student has exceeded eight consecutive semesters of attendance upon return from the foreign exchange program, they may apply for a waiver under the bylaws established by the State CIF and the respective Section of the student's CIF-member school. All CIF students returning from enrollment in a foreign exchange program shall submit the appropriate waiver application(s) for approval as required by their respective Section.

#### C. Appeals

Appeals of eligibility involving foreign transfer students from a foreign country, must be in accordance with all relevant provisions of the CIF appeal process as set forth in Bylaw 1100.

(Revised May 2010 Federated Council)

**Moved all of 209.B- to 207.B**

ARTICLE 20-- ELIGIBILITY REQUIREMENTS

ATTACHMENT I

**NEW 207, 208,  
510.b.**

**OVERVIEW OF PROPOSAL FOR  
SUBSTANTIVE CHANGE TO  
TRANSFER STUDENT ELIGIBILITY DETERMINATIONS**

Overview of Sit Out Period (SOP) for Transfer Students

- A transfer student is one who changes schools, but the family does not make a valid change of address (no change)
- All transfer students must complete CIF Forms 207/510 (no change).
- Student must be academically eligible at the time of transfer. If not, student cannot be deemed eligible until the first full grading period at the new school. (no change)
- Transfer students will be deemed ineligible if they are transferring due to a discipline issue at their prior school (Bylaw 210). (No change)
- The principal and athletic director of both schools must attest in writing that the move was not in violation of Undue Influence (CIF Bylaw 510). This will be as it is now done on Form 510. (no change)
- Student cannot transfer to a school where their former coach has relocated or where a club coach with whom they have been associated, is coaching. This is Bylaw 207. C (3) and (4). (no change)
- A student could be made eligible by a section commissioner quickly and easily in any sport that they did not compete in the prior 12 months.
- Upon transfer to new school and written approval, a student may be determined to be eligible by a section commissioner quickly and easily at the sub-varsity level, in a sport that they have played in the previous 12 months. A student who is granted eligibility under this provision at the lower level in such a sport cannot compete at the varsity level in that sport for the duration of that sport season, including section and state playoffs.
- Student may be deemed eligible for unlimited varsity eligibility in all sports by a section commissioner ONLY if the student meets one of the following hardship criteria:
  1. Court Ordered Transfers
  2. Children of Divorced Parents (eligible in the attendance area of the parent's domicile where they are residing).
  3. Individual Student Safety Incidents (must be documented with the school and/or police).
  4. Return to Previous School (no change).
  5. Foster Children (no change).
  6. Military Service (no change).
  7. Married Status (no change).
  8. Board of Education Ruling (no change)

- All other transfer students who don't qualify for an exception under the hardship criteria above, but want to play varsity) will have a Sit Out Period (SOP) for any sport that they have played in the previous 12 months. They will become eligible for competition on the following days for the next two years:

Fall: Monday of NFHS Week 14

2012-October 1, 2012

2013-October 6, 2013

Winter: Monday of NFJS Week 27

2012-December 31, 2013

2013-January 6, 2014

Spring: Monday of NFHS Week 40

2012-April 1, 2013

2013-April 7, 2014

- Students who transfer into a school after the first game will have their SOP period determined by the Section Commissioner so that it is equivalent to the SOP of other students who transferred before the first game.
- The Section Commissioner/staff will meet with school officials if their school has three or more transfers for a given sport in the same school year to discuss and the review their transfer guidelines.
- Appeals: The only appeal will be in regard to a finding by the Section Commissioner that the student was in violation of CIF Bylaw 207 C (following a coach) or 510 (undue influence). There are no appeals in regard to the Sit Out Period (SOP)
- Hardships are not appealable other than in these two categories because all the hardship conditions are factual documentable circumstances. Either the student and their family are able to document the hardship to meet on of these three criteria or they do not.

**207/208/510 b LIMITED AND UNLIMITED PROPOSAL FOR CHANGE**

**OUTLINE:** 207

A. DETERMINATION OF TRANSFER STUDENT STATUS-STANDARDS OF ENROLLMENT (SEE ALSO 201.A.3.)

B. CIF TRANSFER RULE

1. Mandatory Applications for Eligibility Determination
2. Pre-enrollment Disclosure requirements
3. Transfers to a CIF member school from within the U.S.-Domestic Transfers
4. Transfers to a CIF member school from outside the US not in approved program –Foreign Transfers

**5 APPLICATIONS FOR TRANSFER ELIGIBILITY DETERMINATIONS AND EXCEPTIONS**

**(a) LIMITED ELIGIBILITY APPLICATIONS**

- (1) academically eligible
- (2) not athletically motivated –new 510(b) language
- (3) not disciplinary
- (4) not following coach
- (5) can't play same sport at two schools
- (6) complete form
- (7) can't play JV and later play varsity

**(b) VARSITY ELIGIBILITY APPLICATIONS-(Non-Hardship)-SIT OUT PERIOD**

- (1) Academically eligible
- (2) not athletically motivated–new 510(b) language
- (3) not disciplinary
- (4) not following coach
- (5) can't play same sport at two schools
- (6) has not played jv
- (7) Sit Out Periods established

**(c) UNLIMITED HARDSHIP ELIGIBILITY APPLCIATIONS-NO SIT OUT--HARDSHIP**

- (1) academically eligible
- (2) not athletically motivated |
- (3) not disciplinary
- (4) not following coach
- (5) can't play same sport at two school
- (6) has not played jv
- (7) documentation provided
- (8) received and approved

REMOVE CURRENT e.

KEEP CURRENT POLICIES AS FOLLOWS:

- (d) **RETURN TO PREVIOUS SCHOOL**
- (e) **FOSTER CHILDREN**
- (f) **MILITARY SERVICE**
- (g) **MARRIED STATUS**
- (h) **BOARD OF EDUCATION RULING**

C. PRE-ENROLLMENT COMMUNICATION OR CONTACT—**KEEP-NO CHANGES**

D. APPEALS—CHANGE—**LIMITED APPEALS**

**207 TRANSFER ELIGIBILITY****A. DETERMINATION OF TRANSFER STUDENT STATUS-STANDARDS OF ENROLLMENT (SEE ALSO 201.A.3.)****B. CIF TRANSFER RULE**

All students transferring at any time during their enrollment in high school, to a CIF member school .....

1. **MANDATORY APPLICATIONS FOR ELIGIBILITY DETERMINATION**
2. **PRE-ENROLLMENT DISCLOSURE REQUIREMENTS (Please see also 201.A.1 & 4 and 510)**
3. **TRANSFERS TO A CIF-MEMBER SCHOOL (described as New School or School B) FROM SCHOOLS (described as Former School or School A) LOCATED IN THE UNITED STATES, A U.S. TERRITORY, CANADA OR A U.S. MILITARY BASE**
4. **FOREIGN TRANSFERS NOT IN A CIF-APPROVED FOREIGN EXCHANGE PROGRAM**

**NEW**

**Limited and**

**Hardship Rules**

**follow**

5. APPLICATIONS FOR AN EXCEPTION TO WAIVER OF TRANSFER ELIGIBILITY LIMITATIONS DETERMINATIONS AND EXCEPTIONS

The CIF recognizes that, in certain circumstances, students may transfer from one school to another due to a compelling hardship need or situation that is beyond a student’s or their family’s control. In response to such cases, the CIF allows for the CIF/Section to make an exception to the limited eligibility status of a student when the case meets one of the three hardship circumstances outlined in CIF Bylaw 208.

Note-Foreign Transfers: Foreign Transfers as described in 207.A.4 above are subject to all provisions of 207.A.5 that follows except that whenever there is a reference to “sports in which the student has participated at their previous school” foreign students shall read “sports in which the student has participated at their previous school OR ON ANY CLUB TEAM.”

**Students May  
play sub-varsity  
upon submission  
& approval of a  
simple form**

a. LIMITED ELIGIBILITY APPLICATIONS

Any student who submits a limited eligibility application to their respective CIF/Section may be made eligible to play at the sub-varsity level in any sports in which they have participated at any previous school in the twelve months prior to this transfer under the following conditions:

- (1) The student was academically eligible at the time of transfer from the former school. Students who are academically ineligible at their previous school will not be eligible to compete at their new school until the requirements in Bylaw 205 are met and the new school has completed a grading period to verify that the student has met the CIF and school district academic eligibility requirements. A student cannot be placed on probation at the new school to fulfill this requirement; AND
- (2) The principal of the former school attests in writing that the move was not made in violation of CIF Bylaw 510 (b); AND
- (3) The student is not transferring either voluntarily or because their former school has determined they must withdraw, because of a disciplinary infraction at the former school as defined in CIF Bylaw 210.C(1); AND
- (4) The student is not found by the CIF/Section to have transferred to a school where their former high school coach has relocated or where a club coach, with whom they have been associated, is coaching per CIF Bylaw 207.C. (3) or (4); AND
- (5) No student shall be eligible to participate in the same sport at two different schools in the same school year; AND

**academically  
eligible**

**no athletic  
reasons**

**not  
disciplinary**

**not following  
coach**

**no same sport  
in 2 schools**

**completed  
application  
received  
& approved  
when  
eligible**

- (6) A completed 207/510 Limited Transfer Application is received by the respective CIF/Section office and has been processed and approved; AND
- (7) The student who is approved by their respective CIF/Section office and competes in a contest at the sub-varsity level following such approval and before the Sit Out Period (SOP) dates described in b.(6) i, ii and iii below, is ineligible for and may not compete at the varsity level in that sport for the remainder of that school year. This applies through the end of any Section, Regional or State championship finals in that sport.

**Sit Out  
Period  
Provision**

b.

**VARSITY ELIGIBILITY APPLICATIONS-(Non-Hardship-Sit Out Period)**

Any student who transfers and whose circumstances causing the transfer do not meet any of the Hardship Exceptions outlined in c.5. below, may become eligible for varsity competition for the sport(s) in which they competed in the last twelve months at the former school or any other school, upon submission, review and approval by their respective CIF/Section under the following provisions

- (1) The student was academically eligible at the time of transfer from the former school; AND
- (2) The principal of the former school attests in writing that the move was not made in violation of CIF Bylaw 510 (b); AND
- (3) The student is not transferring either voluntarily or because their former school has determined they must withdraw, because of a disciplinary infraction at the former school as defined in CIF Bylaw 210.C(1); AND
- (4) The student is not found by the CIF/Section to have transferred to a school where their former high school coach has relocated or where a club coach, with whom they have been associated, is coaching per CIF Bylaw 207.C. (3) or (4); AND

**(1)-(5)**

**Same as  
above**

- (5) No student shall be eligible to participate in the same sport at two different schools in the same school year; AND

**student  
can't play  
JV before**

- (6) The student has not competed at the new school at the sub-varsity level in that sport following the transfer during the current school year; AND

- (7) The student shall remain out of any competition at any level in each sport in which they competed in the last twelve months at the former school or any other school in accordance with the following Sit Out Periods (SOP):

- i Fall Sports: The Monday of the NFHS week 14

2012: October 1

2013: October 6

- ii Winter Sports: The Monday of the NFHS week 27

2012: December 31

2013: January 6

- iii Spring Sports: The Monday of the NFHS week 40

2013: April 1

2014: April 7

- iv The student who transfers to a school after school B's first game will have a SOP equivalent to the SOP of all other students who transferred before the season started. The respective CIF/Section Office will provide the actual date once the proper forms are received, reviewed and approved.

**sit out  
dates**

c. **UNLIMITED ELIGIBILITY APPLICATIONS**

Waivers of **Exceptions to** the determination of limited eligibility under 207. B (application for unlimited residential eligibility in all sports) may be applied for by the new school (CIF Form 207/510) on behalf of the student. Consideration for unlimited residential eligibility will be given by the respective CIF/Section upon review of the application ONLY under the following provisions.

- (1) The student was scholastically eligible at the time of transfer from the former school. Students who are scholastically ineligible at their previous school will not be eligible to compete at their new school until the requirements in Bylaw 205 are met and the new school has completed a grading period to verify that the student has met the CIF and school district scholastic eligibility requirements. A student cannot be placed on probation at the new school to fulfill this requirement; AND
- (2) The student is NOT transferring, either voluntarily or because their former school has determined they must withdraw, because of a disciplinary infraction at the former school as defined in CIF Bylaw 210.C(1); AND
- (3) The student is not found by the CIF/Section to have transferred to a school where their former high school coach has relocated or where a club coach, with whom they have been associated, is coaching per CIF Bylaw 207.C. (3) or (4); AND
- (4) The student has not competed at the new school at the sub-varsity level in that sport at any time following the transfer to the new school; (students who chose to play at the sub-varsity level under the provisions outlined in 5.a **LIMITED ELIGIBILITY APPLICATIONS**, above may not subsequently be granted unlimited eligibility for that same sport during the same season at the new school); AND
- (5) No student shall be eligible to participate in the same sport at two different schools in the same school year; AND
- (6) A completed 207 Unlimited Transfer Application and documentation required by the CIF/Section is received by the respective CIF/Section office and has been processed, reviewed and approved; AND
- (7) One of the following three hardship circumstances are documented to the satisfaction of the respective CIF/Section

**(1)-(5)****Same as  
above****NEW (a) - (c)****ONLY 3 specific****hardship****circumstances****(replace 208)**(a) **Court Ordered Transfers:**

Unlimited eligibility may be granted by the CIF/Section in which the student's new school is located in cases where a student is residentially placed from one school attendance area to the attendance area of the new school by a court order or a child protection order and all provisions listed above in c. 1-6 are met. The student may be determined to have unlimited residential eligibility upon receipt of the 207/510 application and sufficient documentation (including but not limited to a copy of the court order) to satisfy that CIF/Section Commissioner that the circumstances meet this criteria. The student will become eligible for varsity competition upon notification to the new school of the approval of such an application by the CIF/Section.

(b) **Children of Divorced Parents:**

Unlimited eligibility may be granted by the CIF/Section in which the student's new school is located when a student changes residence from one parent's domicile to the other parent's domicile as a result of a court-ordered custody change, or joint custody agreements and all provisions listed above in c. 1-6 are met. The student may be determined to have unlimited residential eligibility upon receipt of the 207/510 application and sufficient documentation (including but not limited to a copy of the divorce papers and custody agreements) to satisfy that CIF/Section Commissioner that the circumstances meet this criteria. The student will become eligible for varsity competition upon notification to the new school of the approval of such an application by the CIF/Section.

- (c) **Individual Student Safety Incidents**  
 Unlimited eligibility may be granted by the CIF Section in which the student's new school is located when a student is transferring as a result of a specific safety incident in which the student was involved and all provisions listed above in c. 1-6 are met. The student may be determined to have unlimited residential eligibility upon receipt of the 207/510 application and sufficient documentation is submitted to satisfy that CIF/Section Commissioner that the circumstances meet this criteria. Documentation may include, but is not limited to documentation from the former school about the specific safety incident that occurred at the former school and/or police records (if any). The student will become eligible for varsity competition upon notification to the new school of the approval of such an application by the CIF/Section.
- (d) **Return to Previous School**  
 When a student eligible in School "A" transfers to School "B" and is residentially not eligible, the student may return to School "A" and **shall be determined to be immediately residentially eligible for unlimited participation in interscholastic sports** provided the student did not participate in an interscholastic athletic contest while at School "B" and provided the student's parent(s)/guardian(s)/ caregiver still reside in School "A's" attendance area.
- (e) **Foster Children**  
 A student under the court ordered supervision of the California Foster Care System who has changed residences pursuant to a court order and as a result, has transferred schools, **shall be determined to be immediately residentially eligible for unlimited participation** in interscholastic athletics provided all other CIF rules and regulations are met. A change of residence ordered by a social worker of the California Foster Care System shall be acceptable, provided all other CIF rules and regulations are met (Approved May 2009 Federated Council).
- (f) **Military Service**  
 A student **shall be determined to be immediately residentially eligible for unlimited participation** interscholastic athletics when returning from military service provided:
- i. The student was eligible when the student entered into the Armed Forces; AND
  - ii. The student enrolls in the same school which the student attended before leaving for the service, or enrolls in the school in the district in which the student's parent(s)/guardian(s)/ caregiver reside; AND
  - iii. The student enrolls in the school no later than the succeeding semester after being discharged; AND
  - iv. Provided student did not receive a dishonorable discharge; AND
  - v. The student is fully eligible under all other rules of the CIF.
- (g) **Married Status**  
 A student who marries and lives with the student's spouse **shall be determined to be immediately residentially eligible for unlimited participation** in interscholastic athletics in the school in the attendance area in which the student **and their spouse** resides.
- (h) **Board of Education Ruling:**  
**A student, or group of students, who transfer as a direct result of a ruling by the Board of Education of a school district that has two or more high schools and which mandates a change of school attendance boundaries shall be determined to be immediately residentially eligible for unlimited participation in interscholastic athletics in the school in the attendance area in which the student(s) are required to attend, provided the Board of Education Ruling is not a result of a disciplinary situation.**

**(d) - (h)  
 is same as  
 current  
 language**

**NEW  
limited  
appeals!**

d. **APPEALS.**  
All eligibility determinations made by the respective CIF/Section office under the provisions of 207.5.c are final as all three of these hardship circumstances are factual in nature and can be documented. Students whose eligibility determinations are made because they do not meet one of the criteria outlined below may appeal that portion of their eligibility determination in accordance with CIF bylaws, Article 1100. Students may appeal a determination by their respective CIF/Section if they have been found to not meet the following criteria:

1. 207.B.5.(a)(2) or (b)(2) or (c)(2)-Conflict with Coach at former school
2. 207.B.5.(a)(4) or (b)(4) or (c)(4)-Following Coach

C. **PRE-ENROLLMENT COMMUNICATION OR CONTACT**

**Keep C. No changes**

E. ~~APPEALS~~

~~Appeals of residential eligibility determinations made by a CIF/Section involving transfer students must be in accordance with all relevant provisions of the CIF appeal process as set forth in Bylaw 1100.  
(Revised May 2010 Federated Council~~

**APPEALS  
MOVED TO  
207.5.d  
above**

208. **HARDSHIP WAIVERS**

The following definition of hardship may be used in conjunction with the other required aspects of 207 in the consideration of a hardship waiver for transfer students. The CIF

recognizes that, in certain circumstances, students may transfer from one school to another due to a compelling need or situation beyond a student's control. In such cases the Section may waive the transfer limitation imposed on a student when the student meets the definition of a hardship. (See "A." below.) Consideration of any hardship request under this bylaw requires documented proof of the hardship circumstance, and all facts to be considered must be submitted at the time of application. Consideration will be given to the circumstances in which there is no evidence of athletic motivation, undue influence, or financial discrimination as a cause of hardship (See also Bylaw 202).

- A. A hardship is defined as an unforeseeable, unavoidable and non-care act, condition or event that causes the imposition of a severe and non-athletic burden upon the student or his/her family. Sections may only waive the transfer limitation if the conditions of hardship are met, and there is sufficient documentation to support the hardship claim. Sections may not waive the transfer limitation if the conditions of hardship are not met.
- B. Consideration of any hardship request to a Section requires documentation. Such documents may include, but not be limited to copies of current transcripts, financial documents, medical statements and/or supportive statements from the previous school attended.

**REMOVE 208  
HARDSHIP DEFINITION for transfers  
no longer applies.**

**COVERED UNDER 214 for 8 sem, 20 units, age.**

## CHANGES PROPOSED TO 510.(b) As Referenced Above

### 510. UNDUE INFLUENCE, PRE-ENROLLMENT CONTACT, FAILURE TO DISCLOSE PRE- ENROLLMENT CONTACT AND ATHLETICALLY MOTIVATED TRANSFERS

- a. The use of undue influence by any person or persons to secure or retain a student or to secure or retain one or both parent(s)/guardian(s)/caregiver of a student as residents may cause the student to be ineligible for high school athletics for a period of one year and shall jeopardize the standing of the high school in the CIF.
- b. ~~Transferring and enrolling in a school, in whole or in part, for athletic reasons may jeopardize a student's eligibility.~~

**Transferring and enrolling in a school after a student and/or their parents/caregivers/guardians have had a verbal, written or physical altercation with the coach or anyone else associated with the athletic department of the student's former school and/or team(s) may jeopardize a student's eligibility and be considered transferring with athletic motivation.**

**NOTE:** Undue influence is any act, gesture or communication (including accepting material or financial inducement to attend a CIF-member school for the purpose of engaging in CIF competition regardless of the source) which is performed personally, or through another, which may be objectively seen as an inducement, or part of a process of inducing a student, or his or her parent(s)/guardian(s)/caregiver, by or on behalf of, a member school, to enroll in, transfer to, or remain in, a particular school for athletic purposes.

**SUMMARY REPORT OF REQUESTS FOR WAIVER OF CIF RULES  
2011-12 YTD TOTALS**

**ATTACHMENT J**

**VI.B.2.**

203 = Age Requirement										207.B(1) = Unlimited/Limited Eligibility											
204 = Charged semester of attendance										208 = Hardship											
205.E = 20 Semester Units										209 = Foreign Student/Boarding											
206.B(2) = Continuing Eligibility										210 = Discipline, Expulsion											
206.B(4) = Return to previous school										510 = Undue Influence											
207.A(3) = First Transfer																					
SECTION	203-205.E		206			207.A (3)			207.B (1)				208				209.A/B			210	Other
	A	D	A	D	510	A	D	510	Lim	DNP/Ur	Den	510	Unlim	Den/Lim	Den	510	A	D	510	D	
CENTRAL	0	0	225	0	0	77	0	0	0	57	1	0	22	11	12	0	51	0	0	9	7
CENTRAL COAST	1	3	218	6	0	202	3	10	34	74	1	2	105	23	7	47	73	1	3	11	0
LOS ANGELES	11	8	136	5	0	94	0	0	36	86	0	0	18	0	1	0	0	0	0	0	0
NORTH COAST	0	0	208	1	0	123	0	8	46	81	1	1	59	32	4	0	77	4	0	4	11
NORTHERN	0	0	68	0	0	58	0	0	28	41	0	0	7	15	3	3	69	0	0	0	0
OAKLAND	0	0	14	3	0	10	1	1	1	5	0	0	1	1	1	1	0	0	0	0	6
SAC JOAQUIN	8	0	449	0	0	190	0	0	33	107	0	0	130	19	3	277	75	2	0	4	0
SAN DIEGO	1	4	213	0	0	177	0	0	34	108	5	1	41	7	2	0	9	0	0	0	0
SAN FRANCISCO	0	1	11	0	0	13	1	0	3	29	0	0	2	2	0	0	1	0	0	3	0
SOUTHERN	5	5	1025	7	0	818	4	1	298	507	8	0	143	106	4	0	180	46	0	0	0
<b>TOTAL</b>	<b>26</b>	<b>21</b>	<b>2567</b>	<b>22</b>	<b>0</b>	<b>1762</b>	<b>9</b>	<b>20</b>	<b>513</b>	<b>1095</b>	<b>16</b>	<b>4</b>	<b>528</b>	<b>216</b>	<b>37</b>	<b>328</b>	<b>535</b>	<b>53</b>	<b>3</b>	<b>31</b>	<b>24</b>

**VI.B.3.a.**

<b>APPEALS HELD</b>	<b>#</b>	<b>OUTCOME</b>		<b>Reason for Appeal</b>
		<b>Sustained</b>	<b>/ Overturned</b>	
Central	5	3	2	1-Financial; 1-Transp.;1-Medical; 2-Family
Central Coast	2	1	1	2-Family
North Coast	6	5	1	3-Family;2-Academic;1Emotional
Northern	5	5	0	4-Academic; 1-Bullying
Oakland				
Los Angeles				
Sac Joaquin	2	2	0	2-Academic
San Diego	2	2	0	1-Academic; 1-Financial
San Francisco	1	1	0	1-Academic
Southern	30	21	9	8-Family; 5-Academic; 2-Safety;13-Financial;2-Medical
<b>Total</b>	<b>53</b>	<b>40</b>	<b>13</b>	
<b>APPEALS PENDING</b>				
Central				
Central Coast	2			1-Safety;1-Academic
North Coast	8			1-Academic; 4-Family;1-Travel; 2-Social
Northern				
Oakland				
Los Angeles				
Sac Joaquin				
San Diego				
San Francisco				
Southern	7			1-Bullying;4-Academic;1-Social; 1- Safety
<b>Total</b>	<b>17</b>			
<b>TOTALS</b>				
<b>Appeals withdrawn or reversed with new information</b>				
CS	2	1	1	2-Academic
SJS	2	0	2	1-Medical;1-Harassment
NCS	2	0	2	1-Safety;1-Family
SDS				
SS	1	0	1	1-Family
NS				
<b>Total</b>	<b>7</b>	<b>1</b>	<b>6</b>	
<b>Total Appeal Requests</b>	<b>77</b>			

## 303 D AMENDMENTS

303. MULTI-SCHOOL TEAM
- D. Small Learning Communities, Small Schools, Alternative Schools, and Charter Schools Housed on a Member School's Campus
- (1) **Small learning communities, small schools, alternative schools and charter schools housed on an existing member school's campus are subject to Bylaws 303(B) and (C). However, a small learning community, small school, alternative school or charter school housed on an existing member school's campus may apply for an exclusive multi-school relationship with the member school on whose campus they are housed. Where a small learning community, small school, alternative school or charter school housed on an existing member school's campus and the member school on whose campus they are housed apply for an exclusive multi-school relationship, the students at the small learning community, small school, alternative school or charter school will not be eligible to participate for any CIF-member school other than the member school on whose campus the small learning community, small school, alternative school or charter school is housed. If a small learning community, small school, alternative school or charter school and the member school on whose campus they are housed are applying for an exclusive multi-school relationship, they shall notify the CIF State Office when they submit their multi-school application.**
- ~~(1) Students in small learning communities, small schools, alternative schools or charter schools housed on an existing school's campus are eligible at the member school upon their initial enrollment in the 9th grade. Small learning communities, small schools, alternative schools and charter schools housed on an existing member school's campus are not required to apply for multi-school status through the member school.~~
- (2) Students transferring into small learning communities, small schools, alternative schools or charter schools housed on an existing member school's campus after their initial enrollment in the 9th grade are subject to Bylaw 207.
- (3) Sections are empowered to waive the transfer rule upon request by a school district establishing a new magnet program, small learning community, small school, alternative school or charter school housed on a member school's campus for the first year only; thereafter, all transfer rules apply.
- ~~(4) If a small learning community, small school, alternative school or charter school is housed on an existing member school's campus, its students are not eligible to participate for any CIF member school other than the member school on whose campus the small learning community, small school, alternative school or charter school is housed.~~

ATTACHMENT L



**CALIFORNIA  
INTERSCHOLASTIC  
FEDERATION**

**MARKETING PLAN**

CALIFORNIA INTERSCHOLASTIC FEDERATION

4658 DUCKHORN DR  
SACRAMENTO, CA 95834  
PHONE (916) 239-4477  
FAX (916) 239-4478

**CIF MARKETING PLAN  
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# I. PHILOSOPHICAL FOUNDATION

In September of 1992, the CIF initiated a process of long range strategic planning. More than two years later the completed Strategic Plan included statements of CIF Vision, Mission and Long Range Goals.

Inasmuch as this Marketing Plan is both a logical and necessary extension of the CIF Strategic Plan, the following excerpts from the Strategic Plan provide the philosophical foundation upon which this Marketing Plan is built.

## CIF VISION, MISSION AND LONG RANGE GOALS

### CIF VISION

The high school students of California, through participation in athletic-centered interscholastic athletic activities, will develop values, attitudes and skills for personal growth and benefit of our multicultural society. For our athletes, CIF is: *Competition, Integrity, Fairness.*

- **Competition:** The opportunity for students to acquire lifelong skills and to experience the excitement and camaraderie of participation in athletics.
- **Integrity:** The commitment to honesty, responsibility, scholarship and respect for others.
- **Fairness:** The belief in the principles of equity, sportsmanship and student welfare.

### MISSION

The CIF, in its commitment to educating our youth for a better tomorrow, will work in partnership with the entire community to assure equity and provide services, opportunities and leadership necessary to establish and maintain quality high school athletic programs. As the governing body for high school athletics, the CIF is responsible for establishing a climate which:

- Fosters the partnership between academics and athletics.
- Promotes the value of high school athletics.
- Assures that everyone involved with CIF activities be treated with dignity and respect.
- Encourages collaboration with superintendents and governing boards, especially on issues having financial impact.

To this end, the CIF shall:

- Provide an effective governance structure.
- Set and enforce policies and regulations necessary to support a quality athletic program.
- Explore a variety of avenues leading to financial support.
- Promote educational programs for personnel involved in athletics.

## LONG-RANGE GOALS

In order to carry out our mission and effectively address the emerging issues facing California high school athletics, the CIF shall be engaged in a process to:

- Promote the Economic Viability of high school athletics.
- Govern the CIF in a manner which is responsive to the needs of its constituents.
- Achieve Equity in high school athletics and CIF governance structures.
- Establish Ongoing Communication with agencies, organizations and political entities whose functions and interests interface with CIF.
- Promote the awareness and understanding of Health and Safety issues facing high school athletics.
- Ensure the Quality of Coaching by taking a leadership role in the professional development of high school coaches.
- Ensure the Quality of Officiating of high school contests.

## GOALS & STRATEGIES

Included among the goals and strategies established in the CIF Strategic Plan are the following:

Promote the Economic Viability of high school athletics. Strategies to Achieve this Goal are:

- Interagency Liaison
- Policy Development
- Legislative Advocacy
- Marketing Support

This Goal shall Produce:

- Superintendents and School Board Members involved in financial decisions
- Marketing efforts benefiting CIF and schools
- Effective communications between CIF and superintendents and school boards

## II. HISTORICAL BACKGROUND

The State CIF and its ten member Sections maintained a variety of CIF Championship Event Title Sponsor relationships with Reebok (six years), Toyota (one year) and ARCO am/pm (three years). During this period (1987 – 1998), the State CIF and its ten Sections were represented by two different outside marketing agencies. Although these corporate partnerships generated approximately \$500,000 annually, the CIF developed few additional sponsors during this period. CIF leadership expressed continued concerns that the organization had no marketing plan, no significant second or third-level sponsors and the outside agencies were not accountable for the servicing of partnership agreements. Potential secondary level partners felt that the Title Sponsors were enjoying an overwhelming degree of brand association benefits with little left for other new sponsors.

The CIF developed its initial Marketing Plan in 1997. The original draft was presented to the Economic Viability Committee at its February 1998 meeting and approved by the Economic Viability at its May 1998 meeting. The Plan was distributed to the Federated Council at the November 1998 meeting.

The Economic Viability Committee directed staff to develop an updated Marketing Plan in May 2003. The EVC recommended an inventory of sponsorship features for inclusion in the initial draft of the updated Marketing Plan. As a product of a proposal brought forward by the Southern Section in September of 2003, the CIF Executive Committee contracted with a consulting organization specializing in sponsorships, IEG, in order to produce both an analysis of market trends and a recommendation regarding a statewide sponsorship model.

Representatives of IEG presented their CIF Consulting Project to the CIF Executive Committee on December 3, 2003. The recommendations included in the IEG's CIF Consulting Project form the marketing base upon which this updated CIF Marketing Plan has been developed.

Acknowledging the ever changing marketing landscape, the Marketing Subcommittee met in September of 2011 to review and devise recommended updates, additions and amendments to the current document. These recommendations form the marketing base upon which this updated CIF Marketing Plan has been developed.

## III. GOALS & OBJECTIVES

The **GOALS** of the updated Marketing Plan are to:

- 1) Generate a CIF Marketing Plan which, when implemented, can enable the organization to achieve the goals of the CIF Strategic Plan with respect to economic viability, financial support and marketing.
- 2) Develop an inventory of sponsorship packages which:
  - a. provide the opportunity for sponsors to be developed at both the state and section levels

- b. have the potential to generate the maximum gross revenue for the benefit if all ten CIF sections and the State CIF
  - c. include features deliverable by both the State CIF and all CIF sections
  - d. can accommodate the wide breadth of marketing history and ability across the ten CIF sections.
- 3) Identify potential corporate partners in specific sponsorship categories and understand their needs and expectations of the CIF.
  - 4) Spread revenue generation over an increased number of sponsors, thereby decreasing the organization's dependence on any one sponsor with respect to funding of programs.
  - 5) Develop relationships with corporate partners that are consistent with the educational mission of our organization and its member schools.

The **OBJECTIVES** of the CIF State Marketing are:

- 1) Uphold CIF Mission
- 2) Recommend win-win strategy for creating incremental growth from corporate sponsorships for State & Sections
- 3) Establish consistency in sponsorship packaging and pricing
- 4) Establish sponsor designations and use consistently

## IV. MARKET ANALYSIS

Marketing high school sporting events and programs to corporate America represents a unique challenge. How an organization positions and presents its sponsorship opportunities to the marketplace are the most important factors in the determination of future success.

A corporate sponsorship of CIF events is not strictly a sports marketing investment, nor is it entirely either a cause-related charitable donation or a contribution to a worthwhile educational program. In fact, CIF sponsorship represents a combination of all three opportunities.

## V. CIF SPONSORSHIPS – BASIC FEATURES

### EVENT MARKETING

- [Titling of State Championship Events](#)
- Titling of Section Championship Events (at discretion of each Section)
- [Presenting Sponsor](#) at Section, Regional & State Championship Events
- Competitive Exclusivity Within Sponsor Category at Section, Regional & State Championship Events
- Public Address Announcements
- Signage Opportunities at State, Regional & Section Playoff Events

Deleted: "Presented By" status

(banners displayed at Finals; at semi-finals in designated sports when appropriate)

- Electronic Message Displays at Championship Event Venues
- Product Display at Selected Championship Event Venues
- Product Sampling at Selected Championship Event Venues
- Promotional Coupon at Selected Championship Event Venues
- Back-of-Ticket Ads at Selected Regional/ State Championship Events
- Cross Promotion Opportunities with Other CIF Sponsors
- Intermission Promotions at Selected Championship Events
- Promotional Booths at Selected Championship Events
- Championship Event Souvenir Program Ads
  - State, Regional and Sectional Championship Series
    - Four Color
      - Full Page
    - Black & White
      - Full Page
      - Half Page
      - Quarter Page
  - Awards Presentation by Sponsor Reps
  - Complimentary Tickets to Section, Regional & State Finals

#### MEMBER SCHOOL COMMUNICATIONS

- CIF News – Quarterly Newsletter produced by the State Office
- Direct Mail - Mailings to member schools (State Office only) Direct Mail – Mailings to Section member schools (at the discretion of each section)
- Email Blast – Databases vary by section and may not be available in all sections.

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#### CIF SECTION & STATE PUBLICATIONS

- Print Ads in Section & State Directories (Varies by Section)
  - Four Color
    - Full Page
  - Black & White
    - Full Page
    - Half Page
- Print Ads in Section & State Constitution & Bylaws (Varies by Section)
  - Four Color
    - Full Page
  - Black & White
    - Full Page
    - Half page

#### INTERNET

- CIF State Web Site - Sponsor logos and links
- CIF State Web Site - Sponsor ad banners
- CIF Section Web Sites – Sponsor logos and links
- CIF Section Web Sites – Sponsor ad banners

MEDIA

- Press Releases
- Sponsor logo placement in print ads placed with media partners
- Sponsor reference in promotional radio spots with media partners
- Sponsor reference in promotional television spots with media partners

PROGRAM SPONSORSHIPS

- Title Sponsorship of Section Scholastic Awards
- Title Sponsorship of Section Sportsmanship Awards
- Title Sponsorship of Section Honor Coach Awards

VI. SPONSORSHIP LEVELS

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- **TITLE SPONSOR (State and Section – Sold by State Only)**

Example: “CIF Toyota State Championships”  
Annual Sponsorship Fee shall be no less than \$400,000\*

Notes:

- Funds will be shared with each Section and will match the current share of the Section’s Presenting Sponsor level.
- Title Sponsorship must be sold for all State and Regional Championship events and cannot be broken out by sport.

- **TITLE SPONSOR (Sections Only)**

Title Sponsor Naming Rights shall follow the following order: Name of Section – Sponsor Name – Name of Sport – Championships (Per Bylaw 701 F).

Example: “CIF Southern Section Toyota Basketball Championships”

Annual Sponsorship Fee shall be determined by Section, but cannot fall below the listed pricing floors for each section\*

Deleted: Price  
Deleted: : TBD

- **PRESENTING SPONSOR (State and Section – Sold by State Only)**

Example: “CIF Southern Section Toyota Basketball Championships Presented By Bank of America”

Annual Sponsorship Fee shall be no less than \$ 250,000 (statewide - inclusive of \$57,000 scholarship program)\*

Deleted: State Only

Deleted: :

Notes:

Sponsor Categories Protected for only the State CIF to sell.

- Retail Banking/Financial Services/Insurance/Telecommunications

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- **OFFICIAL SPONSOR (State and Sections)**

Annual Sponsorship Fee: \$125,000 (statewide)\*

- **SUPPORTING SPONSOR (State and Sections)**

Annual Sponsorship Fee: \$75,000 (statewide)\*

- **CONTRIBUTING SPONSOR (State and Sections)**

Annual Sponsorship Fee: \$20,000 (statewide)\*

Deleted: - \$75,000

- **SPORT SPECIFIC SPONSOR (State and Sections)**

Sponsorship Fee: TBD by Section or State

\* - The prices detailed above are MINIMUMS for each level of sponsorship.

The matrix on the following page details sponsorship features by package for the following three levels of CIF sponsorships.

1. Statewide sponsorships that incorporate features delivered at CIF section, Regional and State Championship Events
2. Section sponsorships that incorporate features delivered only at CIF Section Championship events
3. State and Regional only sponsorships that incorporate features delivered only at State and Regional Championship events.

The matrix is divided into quadrants by the solid gray vertical line and the solid gray horizontal line which intersect. Quadrants represent a level of CIF sponsorship as follows:

1. Statewide sponsorships are represented by the upper left and lower left quadrants. Section responsibilities for a statewide sponsorship are those items identified in the lower left quadrant.
2. Section only sponsorships are represented by the lower right quadrant.
3. State and Regional only sponsorships are represented by the upper right quadrant.

The matrix is a guideline based on the benefits available at each level of sponsorship and should be used in conjunction with the following notes and definitions.

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- ifr: This refers to the placement of a print ad being on the Inside Front Cover of the publication.
- bc: This refers to the placement of a print ad being on the Back Cover of the publication.
- X (a): This maintains that the print ad for a partner at this level may be either black and white or four color based on the sponsorship fee being paid.
- Quantities for banners and PA reads are MAXIMUMS within each level. Agreed upon quantities may be lower or non-existent depending on the deal in question. It is recommendation of the Marketing Subcommittee to start on the low end of benefits during a negotiation with a prospective partner and not start at the maximum.
- Promotional Opportunity: This refers to any unique opportunity at the State, Regional or Section Championship level that may be available to a sponsor such as award presentations, coin toss, speaking opportunity, Women in Sport event, coach and admin meetings etc.
- Ticketback Coupon: This opportunity will be left open at the Section, Regional and State levels and be used at the discretion of any Section or the CIF State office to "sweeten the deal" for a prospective partner or to be used in any way they see fit.

## VII. SPONSORSHIP PRICING

### Price Points for Section Sponsorship Packages:

In order to discourage potential sponsors from “cherry-picking” one or more CIF sections at a below-market price, any individual CIF Section must price a Section Official, Supporting or Contributing Sponsor package at no less than 100% of that Section’s pro-rated share of a statewide Official Sponsor, Supporting Sponsor or Contributing Sponsor Package.

### Pricing Floor for CIF Section and State Year-Round Championship Event Sponsorship Packages:

The least expensive year-round championship event sponsorship package for any CIF entity shall be priced at no less than the sponsorship floors as follows:

Southern Section:	\$7,500
Central, Central Coast, North Coast, Sac-Joaquin & San Diego:	\$2,000
Los Angeles City, Northern, Oakland & San Francisco:	\$1,000

### Notes:

- Pricing floor appeals by sections will be heard by the Marketing Subcommittee that will forward its recommendations to the Executive Committee for action.
- The quantity, type and position of all sponsorship features included in any package must be commensurate with the sponsorship fee charged for that package.
- The pricing floors detailed are MINIMUMS and should be treated as such. It is the recommendation of the Marketing Subcommittee that each section aim to negotiate higher fees and not pitch the packages at the minimum pricing floor.
- The State office will work with each Section office to offer guidance in pricing benefits and sponsorship packages each year.

### “Donor” Category

Companies contributing cash, products or services valued at less than the aforementioned sponsorship pricing floor shall be categorized as “Donors”. These “Donor” companies shall receive minimum recognition that cannot include any championship event features. Donors may represent similar categories to that of CIF sponsors.

### Donated Goods and/or Services Included in Sponsorship Packages

With respect to sponsorship packages, a dollar value of bartered goods and/or services can be applied if, and only if the goods and/or services are a line item expense in the CIF State or Section’s budget. Otherwise, the goods and/or services are part of the sponsor’s activation costs and may not be assigned a dollar value when determining the price of a package

## VIII. COORDINATION WITH SECTION MARKETING PROGRAMS

State CIF Staff will be responsible for all aspects of sponsor solicitation, service and reporting with respect to statewide sponsorships only. As noted later in this document, individual CIF Sections

may solicit and service Section sponsors. Regular communication and coordination among the ten Sections and the State staff is required in order to ensure that maximum revenue dollars are generated while minimizing any potential for conflict.

#### Communications/Meetings:

Improve communication among all CIF Sections and the State office by instituting a process of monthly email sponsor reports. During the first week of each month the State Office will email all Section Commissioners requesting an update if any new discussions or negotiations with any prospective sponsor have occurred within the last 30 days; responses would be summarized by the State Office and distributed among all sections.

Marketing meetings among those staff (State Office and Section staff) directly involved in sponsorships shall be held quarterly (scheduled to coincide with Commissioner's meetings and/or held via teleconference).

#### Fulfillment Communication

The following actions will take place at the beginning of each school year:

- The State office will create and disseminate all statewide partner logos, PA announcements, program ads and any other fulfillment items to each of the sections. This will include a detailed accounting of what each statewide partner is entitled to, based on their agreement.
- Each Section office will submit to the State office a detailed accounting of current partnerships and a list of any unique promotional opportunities that are scheduled that school year that may be of interest to statewide partners.

The following actions will take place during each of the seasons of sport

- At the beginning of each season (Fall, Winter, Spring) the State office will send each Section office a checklist of items that will be needed to provide fulfillment back up to statewide partners.
- During the Section Championships each Section office will fulfill the items on the checklist to the best of their ability.
- Following each season, each Section office will submit electronically to the State office the items on their fulfillment checklist. The fulfillment checklists will be summary reports that gather information on the season and are intended to assist the State office in supplying comprehensive fulfillment reports to each partner. Submission dates will be as follows:
  - o Fall: January 31
  - o Winter: April 30
  - o Spring: June 30
- Below is a sample checklist to be sent to each section to complete each season.



California Interscholastic Federation  
Fall Section Fulfillment Checklist

**Impressions: Complete the Quantity Column below with the appropriate information**

Sport	Item	Quantity	Complete
Football	Attendance		
	Programs Printed		
Cross Country	Attendance		
	Programs Printed		
Girls Volleyball	Attendance		
	Programs Printed		
Golf	Attendance		
	Programs Printed		
Soccer	Attendance		
	Programs Printed		
Tennis	Attendance		
	Programs Printed		
Waterpolo	Attendance		
	Programs Printed		
N/A	Website visits for Sept-Dec		
N/A	Website page views for Sept-Dec		

**Deliverables: Send the requested files to the CIF State office via email**

Sport	Item	File Type	Complete
Football	Photo of action with partner banners	JPG	
	Program Cover	JPG	
Cross Country	Photo of action with partner banners	JPG	
	Program Cover	JPG	
Girls Volleyball	Photo of action with partner banners	JPG	
	Program Cover	JPG	
Golf	Photo of action	JPG	
	Photo of action with partner banners	JPG	
Soccer	Photo of action	JPG	
	Program Cover	JPG	
Tennis	Photo of action	JPG	
	Program Cover	JPG	
Waterpolo	Photo of action with partner banners	JPG	
	Program Cover	JPG	
Any Sport	Photo of a winning team with trophy or during trophy ceremony	JPG	

Protected Sponsor Categories

Financial services (retail banking, insurance & financial planning) and telecommunications will be protected for solicitation by the CIF State office.

This Marketing Plan projects that the Statewide Title or Presenting Sponsor will be filled from either the retail banking or telecommunications category.

The Marketing Subcommittee will review these categories on an annual basis and make recommendations based on the current sponsorship landscape.

Review of Protected Categories

The financial services and telecommunications categories shall remain protected until March 1 of each school year. If a statewide sponsor in either category has not been secured by March 1, one or both of the categories may revert to “unprotected” status.

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- Deleted: , 2005
- Deleted: – June 30

If either category is unprotected, a CIF section may solicit a section sponsorship in an unprotected category during the period from March 1 through the conclusion of the school year. If a CIF section contracts with a sponsor in either of the unprotected categories, any resulting sponsorship agreement, if multi-year, must include an escape clause allowing the Section to escape if and only if the State secures a statewide partner for the following school year.

Training for State and Section Staff

CIF State office staff will facilitate ongoing training for section and state staff with respect to current marketing policies and guidelines impacting the CIF and its sections. The CIF office staff will conduct an annual marketing training meeting, at the beginning of each school year, inviting all section staff to review current policies and facilitate a forum for new ideas to be contemplated.

The CIF marketing staff will give marketing overviews no less than every other year to the Federated Council.

Contract Review:

Contract drafts of any year-round CIF section and state sponsorship agreement shall be reviewed and approved by CIF State General Counsel before execution by sections.

The committee requests that the CIF General Counsel work with the marketing staff to develop a marketing contract template.

Maintain Official Ball Sponsorship Policy

All ball sponsorships would be the province of individual CIF sections. The State CIF Marketing Administrator will continue to solicit and secure official ball agreements for CIF regional and state events only. (From time to time, the State has acted as agent/consultant for individual CIF Sections in this category and would continue to do so if requested by any section).

State CIF Sponsorship Committee:

In order to resolve any potential conflicts, a three-person committee would be charged with mediating any potential conflicts between Section and State CIF Marketing. The committee shall be a subcommittee of the Economic Viability Committee, consisting of the EVC Chair and two other neutral EVC members. If attempts to mediate any conflict fail to produce a resolution acceptable to all parties, the EVC Subcommittee shall forward its recommendation to the CIF State Executive Committee for a final decision.

Deleted: Title Sponsorship Tax:¶  
Any CIF section that contracts with a Co-Title Sponsor shall contribute 5% of the gross annual sponsorship fee to the CIF State Marketing fund for distribution among all ten CIF sections and the CIF State Office.¶



MARIE M. ISHIDA, EXECUTIVE DIRECTOR

# CALIFORNIA INTERSCHOLASTIC FEDERATION

CIF STATE OFFICE • 4658 DUCKHORN DRIVE • SACRAMENTO, CA 95834 • (916) 239-4477 • FAX (916) 239-4478 • CIFSTATE.ORG

## ATTACHMENT M

CIF ATTACHMENT A

### Proposal for Northern California Regional Boys Volleyball New CIF Championship Events

**Name of Event:** CIF Nor-Cal Regional Boys' Volleyball Championship, 2012-2013 school year

**Proposed Event Dates:** May 21, 23 and 25, 2013

#### Financial Criteria and Feasibility for New Events Sponsored by CIF:

1. What travel, lodging, and meal reimbursement will be provided to participating schools (please use the CIF Adopted Criteria)?  
North Coast Section is proposing the same travel and expense policies that are currently being used in the CIF So-Cal Boys' Volleyball Championships. Attached is the Official Statement of Travel and Expense – Attachment A
2. Will this event place any CIF Section event at risk financially?  
This event will place any CIF Section event at risk financially. This even will generate greater excitement in the sport of boys' volleyball and mirror the current So-Cal Championships.
3. Will this event be a burden on any CIF Section budget or the State CIF budget?  
This event will not place any burden on any CIF Section budget or the State CIF budget. The event will take place after the current section championships (exception of NCS) and has always generated a positive net income.
4. Please provide a detailed, specific, feasible cost estimate for the operation of this event.  
Below are the budget estimates for this event:

2013		
	Revenue	Expenses
Division I	\$9,000	(\$5,000)
Division II	\$5,000	(\$3,000)
Sub-Total	\$14,000	(\$8,000)
	Nor-Cal Net	\$6,000
Regional Finals		
Program	\$200	
Gate Receipts	\$9,000	
Personnel Exp.		(\$2,500)
Game Officials		(\$850)
Team Travel		(\$1,350)
Misc. Exp.		(\$1,000)

Awards		(\$750)
Regional Finals Total	\$9,200	(\$6,450)
	Regional Finals Net	\$2,750
Nor-Cal Totals	\$23,200	(\$14,450)
	Nor-Cal Net Total	\$8,750

- Please demonstrate using the both costs in #4 above and anticipated event revenue how this event may be sustained economically over many years.  
NCS predicts that the tournament will support itself, no different than the current So-Cal Tournament. The tournament has profited every year, increasing 284 (2010) and 783 (2011) per cent respectively from 2009.
- Is the current CIF State Office staff capable of managing this event?  
The current CIF State Office staff is capable of managing this event and the event expenses cover the costs of a Nor-Cal Tournament Director to assist.
- Is there capable staff available to support the CIF State Office in the operation of this event?  
CIF State staff would be conducting this event at the same time as the So-Cal Tournament.

#### **Philosophical Criteria for New Events:**

- How does this event contribute to the goals of the CIF (i.e. a new event may enhance gender equity, economic stability and enhance the awareness of values taught through sport)?  
This event brings balance to boys' volleyball within the State of CA. Currently there is no Nor-Cal opportunity for boys' volleyball in Northern CA.

#### **Qualifying Participation Criterion for a Regional Championship:**

- Do 50% of all CIF schools participate in the sport in the same ?  
I do not believe 50% of the schools in CA participate in boys' volleyball. But the State CIF does sponsor a So-Cal Boys' Volleyball Championship and there are sufficient schools in the north to conduct a similar championship.

#### **Other Questions:**

- How will this event benefit participating schools and students?  
This event will give the opposite gender an opportunity for post-section championship opportunities, not currently available in boys' volleyball.
- Do the proposed dates conflict with state mandated testing?  
The proposed dates are the same dates that are currently being used in the So-Cal Championships. Based on the California Department of Education student testing dates for 2011-2012 I don't believe there are any conflicts for 2012-2013.
- Does the event cause additional loss of instructional time? If so, has any thought been given to mitigating this loss (Saturdays, evenings, vacation time)? Games are played in the evening mitigating the loss of class time. However, depending on travel there may be some loss of instructional time, but minimized with the current time and date schedule.
- If the proposal is for a sport that is played now in more than one season in the state, what dates are selected and why? NCS is not aware of any schools that play boys' volleyball in another season

of sport other than the spring. The dates selected match the current So-Cal Championships in volleyball.

5. How, specifically, will this event be a demonstration of the values of participation in high school athletics? In choosing teams or individuals for an event, is there any criterion such as demonstration of respect, sportsmanship, citizenship, achievement through effort and cooperation, full compliance to CIF code of ethics, rules, regulations, guidelines, etc.? All CIF events are conducted with the above in mind. Our schools are not perfect but there is a great deal of effort on a daily basis to make sure that CIF member schools are promoting the best values of educational athletics. This event give CIF member schools another opportunity to demonstrate that competition can be played fairly and with great sportsmanship.
6. Will the proposed event lend itself to a partnership between the State CIF and a CIF Section? If so, the nature of the partnership must be detailed. What are the duties and responsibilities of the State and Section entities? If there is to be a risk/profit sharing, what are the proposed financial details? If resources, other than financial, are to be used as part of a partnership, what are the anticipated resources? Any proposal that considers a Section/State partnership should consider whether or not an event should be rotated, upon request, among Sections.  
The addition of another State CIF Regional playoff allows the State CIF to market these additional activities, adding to the current value of CIF marketing. This event will require Section Commissioners to meet and select and seed teams. This is certainly time from the Commissioner's current schedule.
7. Will there be any ancillary activities associated with the event to make it more attractive and reflective of the goals and mission of CIF (i.e. training for coaches, sportsmanship activities for schools)?  
No.

**OFFICIAL STATEMENT OF TRAVEL AND EXPENSE- CIF REGIONAL VOLLEYBALL**  
**(Please complete a separate form for each travel day)**

School Name: \_\_\_\_\_ Game Site: \_\_\_\_\_

Division: I II III (circle one) Date: May 24 26 28 (circle one)

**Note: If your team did not travel more than 150 miles one-way and you were not granted prior approval by the tournament director to file for hotel and/or meal reimbursement, please complete Parts I, II, and V only. If your team traveled more than 150 miles one-way and you received prior approval from the tournament director for hotel and meal reimbursement, please complete the entire form.**

**Part I: Official Traveling Party** (up to 15 student-athletes and 2 adults) = \_\_\_\_\_ in travel party

**Part II: Ground/Air Travel (choose one of following three options; RT = round trip)**

If traveling by van: \_\_\_\_\_ RT miles @ \$1.25/mile for one van = \$ \_\_\_\_\_

If traveling by bus between 1-399 miles RT: \_\_\_\_\_ RT miles @ \$1.50/mile for one bus = \$ \_\_\_\_\_

If traveling by bus/air 400+ miles RT: \_\_\_\_\_ RT miles @ \$2.25/mile for one bus/air = \$ \_\_\_\_\_

**Part III: Lodging Allowance (if traveling over 150 miles one-way/prior approval required – one night limit)**

# in travel party (from Part I) \_\_\_\_\_ ÷ 2 = \_\_\_\_\_ rooms (round-up if needed) @ \$89.00/rm. = \$ \_\_\_\_\_

**\*\*Max. of 9 rooms for travel party of 17 (Please include the original hotel receipt)\*\***

**Part IV: Meal Allowance (if traveling over 150 miles one-way, choose one of three options below)/prior approval required**

Teams traveling 151-300 miles one-way **without hotel stay:**

# in travel party (from Part I) \_\_\_\_\_ @ \$12.00 = \$ \_\_\_\_\_

Teams traveling 151-300 miles one-way **with approved hotel stay:**

# in travel party (from Part I) \_\_\_\_\_ @ \$20.00 = \$ \_\_\_\_\_

**Part V: Total Reimbursement Requested: Part II + Part III + Part IV** = \$ \_\_\_\_\_

Submitted by: \_\_\_\_\_ (please print)

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

Title: \_\_\_\_\_

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

Approved by School Principal: \_\_\_\_\_

**MAIL TO:**  
**STATE CIF OFFICE**  
**4658 DUCKHORN DRIVE**  
**SACRAMENTO, CA 95834**  
**ATTN: FINANCE DIRECTOR**

**\*\*\*RETURN THIS FORM TO THE CIF OFFICE NO LATER THAN 10 DAYS AFTER YOUR LAST MATCH\*\*\***

**ATTACHMENT N****CIF BASKETBALL: OPEN DIVISION**

**Rationale: The addition of an Open Division creates the opportunity for a greater level of competitive equity.**

There will be four regional “open” tournaments. There will be a men’s and a women’s tournament in the south and a men’s and a women’s tournament in the north. Each regional “open” division tournament will have a maximum of eight teams, but could have less if the tournament committee feels that there are not eight qualified teams.

The tournament committee will select the teams for the “open” division before they seed the five divisions of the State Tournament.

**The following criteria will be utilized to select the teams for the Open Division for the CIF State Basketball Tournament. A school needs to only satisfy one of the criteria below to be considered:**

- A school must have won two consecutive section basketball championships; or a school must have qualified for the regional championships for three of the past four years.
- A school qualifies for the second straight year after competing in the state or regional final the previous year.
- A school qualifying for their regional playoffs may request to be placed in the open division.
- A school was ranked in the Top Ten of Cal Hi Basketball Rankings (early March) the past two years (current year and previous year).

**Evaluation Tool:**

- A school’s strength of schedule will be used to evaluate the strength of the program. (i.e., regional or national type of schedule).

**Entry Cap:**

- No more than four teams may be selected from any one of the ten sections.
- Sections may choose to replace selected teams in the division from which they were selected.