

**2011-2012 North Coast Section, CIF  
APPLICATION FOR HARDSHIP EXEMPTION WAIVER –  
BYLAW 214: Applicable to NCS Bylaws 203, 204, 205.E.**

**Hardship Form 214**

The student is INELIGIBLE until the exemption is granted.

**This application is for a Hardship Exemption Waiver of: (Check one of the following)**

Age limit (203)       Maximum semesters (204)       Passing 20 semester periods of work (205.E.)

**DO NOT USE THIS FORM FOR TRANSFER STUDENTS. TRANSFER STUDENTS COMPLETE THE 207/510 FORMS.**

**BASIS FOR GRANTING AN EXEMPTION**

It must be understood that a student, who requests an exemption to North Coast Section, CIF Bylaws, is INELIGIBLE by North Coast Section/CIF rules and is seeking an exemption from the rules that apply to all other students who represent NCS schools in interscholastic competition. The burden of proof is on the student, parent, guardian, and school authorities to present factual documented evidence that is compelling and overwhelmingly in support of the petition for eligibility. Above all there must be no indication of school personnel manipulating or influencing a student's enrollment or of a student selecting schools for athletic purposes.

The attached application must be used to request a hardship exemption from the NCS Student Eligibility Bylaws 203, 204, or 205.E. See NCS Student Eligibility Bylaw 214 for the hardship definition, criteria and guidelines.

**Some questions to be considered by persons requesting exemption are:**

1. Will a favorable decision for the student be fair to that student and to other students participating in NCS/CIF athletics?
2. Is this request in the best interest of the CIF interscholastic program?
3. Is the documentation founded in fact rather than claims or opinions?
4. Was the situation causing the student to be ineligible beyond the control of the student and the student's parent(s)/guardian(s)?

A student, who is not eligible and requests an exemption, shall not be allowed to compete in any CIF competition until he/she is granted an exemption in accordance with the North Coast Section eligibility process.

**PROCEDURE FOR PROCESSING AN APPLICATION FOR AN EXEMPTION**

1. Student and parent or legal guardian complete SECTIONS I, II, III, IV, V and VI of the 214 Application for an Exemption Form and gather required supporting material (see pages 2 and 3 for required material). This form and the supporting material must be completed before it is submitted for review or the waiver will not be granted and the forms will be returned.
2. Forward the application and all supporting materials to the North Coast Section Commissioner for initial determination. (Refer to the appropriate NCS Student Eligibility Bylaw: **Age Limit Bylaw 203, Charge of a Semester of Attendance Bylaws 204, and Continuing Scholastic Eligibility Bylaw [passing 20 semester credits] 205.I., and Hardship Waiver Bylaw 214**)
3. An appeal of the NCS Commissioner's decision may be made to an NCS Eligibility Hearing Panel. Any appeal will be restricted to the evidence that was presented for the NCS Commissioner's initial consideration. If new evidence is submitted, it will be the sole discretion of the NCS Eligibility Hearing Panel whether or not the new evidence will be considered.
4. The decision of the NCS Eligibility Hearing Panel will be final within the Section. Parties to the appeal may request a review of the NCS Eligibility Hearing Panel decision by the CIF Executive Director.

2011-2012

**NORTH COAST SECTION, C.I.F.  
APPLICATION FOR A HARDSHIP EXEMPTION WAIVER -  
BYLAW 214: Applicable to NCS Bylaws 203, 204, 205.E.**

Revised 8/10

Form Expires 6/30/11

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**SECTION I. STUDENT INFORMATION**

To be completed by student and school administrator initiating the process.

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade Level \_\_\_\_\_  
First Middle Last

Student's Address \_\_\_\_\_ Phone \_\_\_\_\_  
Street City zip

Parent's Address \_\_\_\_\_ Phone \_\_\_\_\_  
Street City zip

School \_\_\_\_\_ Administrator's Name \_\_\_\_\_

**SECTION II. PREVIOUS HIGH SCHOOL ATHLETIC EXPERIENCE:**

Indicate the student's number of years of high school experience in each sport.

List year, school, grade, name of sport(s) and level played ex.- 2009/2010, Hamilton HS, grade 10, tennis-var, golf- jv, football - var

| YEAR | SCHOOL | GRADE | NAME OF SPORT(S) and LEVEL(S) PLAYED |
|------|--------|-------|--------------------------------------|
|      |        |       |                                      |
|      |        |       |                                      |
|      |        |       |                                      |
|      |        |       |                                      |

**SECTION III. REQUIRED SUPPORTING DOCUMENTS FOR 214 (HARDSHIP) EXEMPTION**

The applicant is responsible for submitting all of the required (indicated by an asterisk) documents listed under the applicable criterion. The applicant shall **number** each of the supporting documents and write the number of the document in the blank that precedes the description of the respective document.

A hardship waiver may only be granted under one or more of the following categories. **Check the appropriate categories.**

**\*Each asterisked item must be attached to the form prior to consideration by principals or league.**

- Familial     
 Financial     
 Medical     
 Absolute compelling need

\_\_\_ \*a) Parent's statement of specific situation (family, financial, medical or absolute compelling need) which has caused the hardship.

\_\_\_ \*b) Corroborating statement(s) from knowledgeable uninvolved parties

- Familial (clergyman, social worker, probation officer, licensed physician)  
 Financial (employer, accountant, financial adviser, etc.)  
 Medical (a licensed physician identifies the medical situation that has caused the hardship)  
 Absolute compelling need (clergyman, social worker, police officer, licensed physician, etc.) verifying the existence of the absolute compelling need which has caused the hardship.)

The statement, in order to be considered, must indicate why the student was unable to complete four years of high school athletic participation prior to reaching the student's 19<sup>th</sup> birthday.

\_\_\_ \*c) Corroborating statement(s) from school personnel who have knowledge of the family situation, financial situation, medical situation or absolute compelling need.

\_\_\_ \*d) Financial category: parent('s) or legal guardian('s) signed Internal Revenue Service return from the previous year.

\_\_\_ \*e) Any other statement(s) or data which support that the hardship was "beyond the control of the student."

\_\_\_ \*f) Any other statement(s) or data which support the appropriateness of granting the waiver.

**Hardship Form 214**

STUDENT NAME: \_\_\_\_\_

**SECTION IV. ADDITIONAL REQUIRED SUPPORTING DOCUMENTS FOR A STUDENT REQUESTING A WAIVER OF THE AGE LIMIT (203), CHARGE OF SEMESTER OF ATTENDANCE (204), OR SCHOLASTIC ELIGIBILITY (passing 20 semester credits) (205.E.) BYLAWS**

- A student requesting a hardship waiver of the age limit rule, the charge of semester of attendance rule or the scholastic eligibility requirement of passing 20 semester credits is required to include a transcript including all grades from the date the student initially entered the ninth grade.
- A student requesting a hardship waiver of the age limit rule or the charge of semester of attendance rule is required to submit a detailed written response to each of the following questions:
1. Will the rationale of the rule for which a waiver is being sought be offended or compromised if the waiver to the rule is granted? Please explain your answer. If the answer is "yes," please explain why this waiver should still be granted.
  2. Will the principle of educational balance over athletic participation be offended or compromised if this waiver is granted. Please explain your answer. If the answer is "yes," please explain why this waiver should be granted.
  3. Will the waiver result in a safety risk teammates or competitors? Please explain your answer. If the answer is "yes," please explain why this waiver should be granted.
  4. Will the waiver result in an unfair displacement of another student on your school's team from athletic competition? Please explain your answer. If the answer is "yes," please explain why this waiver should still be granted.
  5. If the waiver is granted, will competitive equity among competitors be skewed in favor of the student or the student's team? Please explain your answer. If the answer is "yes," please explain why this waiver should still be granted.

**SECTION V. CERTIFICATION OF APPLICATION**

We certify that the transfer is not for athletic purposes, recruitment did not take place and that all of the information on this application is correct. We understand severe penalty, including forfeiture of all games in which the student competes, may result if the information proves to be incorrect through error or misstatement. We hereby authorize the release and dissemination of information necessary to review the circumstances of this matter.

\_\_\_\_\_  
Student's Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Parent(s)/Guardian(s)'s Signature\_\_\_\_\_  
Date**SECTION VI. ROUTING THE APPLICATION FOR AN EXEMPTION**

**Return this form and all supporting documents to the principal of your school.**

**A. SCHOOL CONSIDERATION**Eligibility Recommendation:  Yes  No\*

School \_\_\_\_\_

\_\_\_\_\_  
Principal's Name\_\_\_\_\_  
Principal's Signature\_\_\_\_\_  
Date

*\*When eligibility is not recommended, the principal shall attach a statement of rationale.*

**B. NORTH COAST SECTION COMMISSIONER'S DETERMINATION**

The student IS NOT ELIGIBLE until the North Coast Section Commissioner has signed approval below verifying that the submitted reason(s) stated for the transfer is (are) consistent with the criteria identified in Bylaw 214. The NCS Commissioner must verify that the rationale for the waiver and all required supporting documents are attached to the application, and that all required sections of the application have been thoroughly completed.

[ ] Approve [ ] Deny\*

\_\_\_\_\_  
NCS Commissioner's Signature\_\_\_\_\_  
Date

*\*When eligibility is denied, the NCS Commissioner shall attach a statement of rationale.*

**The decision of the NCS Commissioner may be appealed to an NCS Eligibility Hearing Panel. Contact the North Coast Section in writing to request an appeal hearing.**

**RETURN COMPLETED FORMS TO:**

**North Coast Section, CIF**

**5 Crow Canyon Ct., Suite 209, San Ramon, CA 94583**

**Phone: 925-263-2110 Fax: 925-263-2120**

DO NOT SUBMIT THIS FORM IF IT IS INCOMPLETE OR LACKING THE REQUIRED DOCUMENTATION. THIS APPLICATION SHOULD BE PREPARED AND PROCESSED WITH ASSISTANCE FROM THE ATHLETIC ADMINISTRATION AT THE SCHOOL.