Student Release Form (U.S.)

NCAA Initial-Eligibility Clearinghouse

In order to participate in athletics and receive athletically based financial aid, you must register with the NCAA Initial-Eligibility Clearinghouse and meet eligibility standards. If you wish to register online with the clearinghouse, you must have a valid MasterCard or VISA debit or credit card. If you received a fee waiver for the ACT or SAT exam and are requesting a waiver of the clearinghouse fee, you may complete the written version of this form available from your high-school counselor or the clearinghouse. If you register online, an authorized high-school official may validate your access to the fee waiver by following the procedures on the clearinghouse Web site.

To register with the clearinghouse, please provide the following information:

PRINT in black ink or type. Be sure to READ and follow the instructions in the NCAA Guide for the College-Bound Student-Athlete.

Section I: Student Information

Social Security Number ___ – ___ – ____

Name _____
Last First MI

Address _____

City, State, ZIP Code _____

Country (if not U.S.) _____

Date of birth ___/___/___ (MM DD YY) Phone ( ) –

E-mail _____

Section II: High School You Currently Attend

High School Name _____

City/State _____

H.S. Code ___ – ___ Date you will graduate ___/___ (MM YY)

Section III: List in chronological order all schools you previously attended starting with the most recent.

(DO NOT list junior high schools that were part of your high school district.) If additional high school information is necessary, please attach on separate page.

1. High School Name _____
   H.S. Code ___ – ___ Date Entered ___/___ (MM YY) Date Withdrawn ___/___ (MM YY)

2. High School Name _____
   H.S. Code ___ – ___ Date Entered ___/___ (MM YY) Date Withdrawn ___/___ (MM YY)

3. High School Name _____
   H.S. Code ___ – ___ Date Entered ___/___ (MM YY) Date Withdrawn ___/___ (MM YY)

Section IV: Select a Personal Identification Number (PIN)

After you submit this form, you can check on the status of your file from a touch-tone phone or at the NCAA clearinghouse Web site at www.ncaaclearinghouse.net. To access the status of your record, you must provide this 4-digit personal identification number.

Enter 4 numbers of your choice here: ____ (NUMBERS ONLY)

Please record this number for future reference to your record.

Section V: Select an Output Option

The NCAA clearinghouse can communicate to you either by e-mail/Web or paper format. This would include correspondence and certification reports. E-mail/Web correspondence will require that you have a valid e-mail address listed in Section I of this form.

☐ I elect the e-mail/Web option. In order to select this option, you must have a valid Internet e-mail address. This option will enable you to receive correspondence and communications from the clearinghouse up to two weeks earlier than correspondence that must be sent by regular mail.

☐ I elect the paper option. By selecting the paper option, you are delaying notification of your status by up to two weeks. If you have a valid Internet e-mail address, please consider selecting the e-mail/Web option.

You may change your communication option and update your e-mail address at www.ncaaclearinghouse.net or by calling the clearinghouse at 877/262-1492.

Section VI: Payment $50 for domestic students, $75 for international

☐ I am a U.S. high-school graduate ☐ I am an international high-school graduate

Your form will not be eligible for processing without correct payment.

☐ VISA ☐ MasterCard ☐ Check/Money Order (Please make payable to NCAA Initial-Eligibility Clearinghouse).

Card Number ____

Exp. Date: ___/___ (MM YY) Signature: _____

The NCAA reserves the right to set all fees for clearinghouse services at its discretion without prior notice.

Section VII: Authorization Signatures

I understand and agree to abide by the procedures in the NCAA Guide for the College-Bound Student-Athlete. I authorize the high schools listed to release to the NCAA Initial-Eligibility Clearinghouse my transcripts, including ACT and SAT scores, proof of graduation, and any other academic or school-related information or records, as requested by the clearinghouse for the purpose of determining my athletics eligibility. I further authorize the clearinghouse to release personally identifiable information from my educational records obtained by the clearinghouse (including this release form and resulting certification decisions) to the NCAA, to any testing service whose test scores are included in my records (e.g., ACT or ETS), to my high school(s) and to all NCAA member institutions requesting my eligibility information, to the extent that such information is necessary to report, verify or review my athletics eligibility. I also authorize the NCAA to disclose personally identifiable information from my educational records to a third party (including but not limited to the media) as necessary to correct any inaccuracies reported by the media or related to my preliminary or final certification decisions, without such disclosure constituting a violation of my rights, including my rights under the Family Educational Rights and Privacy Act.

I understand and agree that the information provided to the clearinghouse for the purpose of determining my athletics eligibility may be used for NCAA and clearinghouse research concerning athletics eligibility, the academic preparation and performance of student-athletes, and related issues. I also understand and agree that such research may be published or distributed to third parties, but that I will not be identified in any such published or distributed data. I also understand that the clearinghouse will send my eligibility status to any Division I or II institution that requests it. Further, I realize that the clearinghouse will not send my eligibility information at my request; rather, the institution must make the request for that information. Finally, I am aware that if no member institution requests my eligibility status, a final certification may not be processed. By submitting this form I understand it is my responsibility to provide accurate and true information to the NCAA clearinghouse and to provide updated information as necessary.

I realize that the NCAA Initial-Eligibility Clearinghouse takes steps that are intended to ensure that academic records and documents are properly handled, processed and assessed during evaluation of initial-eligibility status for prospective student-athletes. I also understand that in the unlikely event an error occurs in handling, shipping, processing, assessing or evaluating registration documents or academic records, the clearinghouse will correct the error, if possible, and refund the processing fee, if appropriate. I am aware that erroneous evaluations of initial eligibility are often the result of invalid or fraudulent information provided by prospective student-athletes and by academic institutions. I understand and agree that the clearinghouse is under **NO** duty to authenticate the validity or accuracy of academic records submitted by academic institutions or prospective student-athletes and makes all determinations of eligibility based on the documentation provided by the applicant and his or her institutions.

I understand and agree that to the maximum extent permitted by applicable law, in no event will the clearinghouse be liable for any special, incidental, indirect, exemplary or consequential damages resulting from erroneous evaluation of initial-eligibility status. **I further understand and agree that the remedy described above is the exclusive remedy available to prospective student-athletes for errors in handling or processing of registration records and in an evaluation of initial-eligibility status.**

Unless optioning out below by checking the box, I authorize the clearinghouse to release contact information to the NCAA and Monster for the specific purpose of informing me about the NCAA CareerCoach Web site and services offered at www.ncaacareercoach.com. This Web site provides career guidance and job search tools for NCAA student-athletes.

☐ I agree ☐ I opt out of this service

Student Signature: _____ Date_____

Parent/Guardian Signature: _____ Date_____
(Required if student is under 18)

Fee Waiver

☐ Fee Waiver (section must be completed by an authorized high-school official)

Verification of Fee Waiver Eligibility: I verify that the student named above has received a waiver of the ☐ ACT or ☐ SAT test fee (check appropriate box).

_____ School Seal
Signature of Official

_____
Printed Name/Title of Official H.S. Phone

Transcript(s) must be sent directly by the high school.

[Return completed copy to clearinghouse at address below. Please use self-addressed envelope provided in the student brochure.]

NCAA Clearinghouse–Forms Processing, P.O. Box 4043, Iowa City, IA 52243-4043.
Phone: 877/262-1492 (8 A.M.–5 P.M. weekdays CT);
Fax 319/337-1556.