

A decorative border surrounds the central text. It features a green and white striped track-like pattern. Various sports-related items are scattered around: a gold trophy at the top left, a purple and yellow pennant with a green ball at the top right, a brown football on the left, a black silhouette of a dog in the center, a soccer ball at the bottom left, and a silver trophy at the bottom right. There are also colorful streamers and small colored dots (red, blue, purple, orange) scattered throughout the border.

Ballston Spa Schools

A Guide for  
College Bound Student-Athletes  
And Their Parents



Ballston Spa, New York

Dear Parent/Guardian and Student Athletes:

It is important that all parents/guardians of potential Division I, II or III athletes understand the necessary requirements to graduate from High School and participate in athletics in college. It is hoped that this communication and the enclosure will better inform you and your student athlete.

A copy of the NCAA Eligibility Regulations is enclosed. The following is a chart of the courses that should be the minimum taken by Ballston Spa High Students in grades 9-12.

The minimum grade necessary needs to be a 2.0 on a 4.0 scale. We have enclosed a copy of the grade ranges. An example of calculating this average is also enclosed.

Student athletes are also required to take either the SAT or the ACT standardized tests to become eligible for Division I or Division II athletics.

Best Regards,

***Joan Libby***  
Athletics Coordinator  
Ballston Spa Central School

***Laurel Logan-King***  
K-12 Coordinator of Career  
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Ballston Spa Central School



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### **What is the NCAA Eligibility Center?**

The NCAA Eligibility Center will certify the academic and amateur credentials of all college-bound student-athletes who wish to compete in NCAA Division I or II athletics. To assist with this process, the Eligibility Center staff is eager to foster a cooperative environment of education and partnership with high schools, high school coaches and college-bound student-athletes. Ultimately, the individual student-athlete is responsible for achieving and protecting his or her eligibility status.

### **Web address:**

[www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net)

### **Eligibility Center customer service**

Representatives are available from 8 a.m. to 6 p.m., Eastern time, Monday through Friday.

U.S. callers (toll free): 877/262-1492

Fax: 317/968-5100



<b>New York State Credits for Graduation</b>		
<u>Course</u>	<u>Regents</u>	<u>Advanced Regents</u>
English	4 credits	4 credits
Social Studies	4 credits	4 credits
Mathematics	3 credits (*)	3 credits (*)
Science	3 credits (*)	3 credits (*)
Health	½ credit	½ credit
The Arts	1 credit	1 credit
Foreign Language	1 credit	(**)
Physical Education	2 credits	2 credits
Sequence Courses/ Electives (FL, CTE, The Arts)	3.5 credit	* 4.5 credits
<b>Total units of Credit:</b>	<b>22 Credits Required</b>	

\* Students may meet the learning standards in technology either through a course in technology education or through an integrated course combining technology with mathematics and/or science. A commencement-level course in technology education may be used as a third unit of credit in science or mathematics, but not both.

\*\* To earn the **Advanced Regents**, the student must complete one of the following:

- Foreign Language (**total of 3 credits**) CTE (Career and Technical Education) (**total of 5 credits**) plus 1 credit in foreign language.
- The arts (**5 credits**), plus one credit in a foreign language.



## **Academic-Eligibility Requirements**

### **Division I**

If you want to participate in athletics or receive an athletics scholarship during your first year, you must:

- Graduate from high school;
- Complete these 16 core courses:
  - 4 years of English
  - 3 years of math (algebra 1 or higher)
  - 2 years of natural or physical science (including one year of lab science if offered by your high school)
  - 1 extra year of English, math, or natural or physical science
  - 2 years of social science
  - 4 years of extra core courses (from any category above, or foreign language, nondoctrinal religion or philosophy);
- Earn a minimum required grade-point average in your core courses; and
- Earn a combined SAT or ACT sum score that matches your core-course grade-point average and test score sliding scale (for example, a 2.400 core-course grade-point average needs an 860 SAT).

### **Requirement to graduate with your high school class**

You must graduate from high school on schedule (in eight semesters) with your incoming ninth-grade class. If you graduate from high school in eight semesters with your class, you may use **one** core course completed in the year after graduation (summer or academic year) to meet

NCAA Division I eligibility requirements.

You may complete the core course at a location other than the high school from which you graduated and may initially enroll full time at a collegiate institution at any time after completion of the core course.

## **Division II**

### **2008 - 2013**

If you enroll in a Division II college and want to participate in athletics or receive an athletics scholarship during your first year, you must:

- Graduate from high school;
- Complete these 14 core courses:
  - 3 years of English
  - 2 years of math (algebra 1 or higher)
  - 2 years of natural or physical science (including one year of lab science if offered by your high school)
  - 2 additional years of English, math, or natural or physical science
  - 2 years of social science
  - 3 years of extra core courses (from any category above, or foreign language, nondoctrinal religion or philosophy);
- Earn a 2.000 grade-point average or better in your core courses; **and**
- **Earn a combined SAT score of 820 or an ACT sum score of 68.**

## **Division III**

Division III does not use the Eligibility Center. Contact your Division III college or university regarding its policies on admission, financial aid, practice and competition.



## Division I Core GPA and Test Score Sliding Scale

GPA	Core SAT	ACT		Core GPA	SAT	ACT
3.550	400	37		2.775	710	58
	& Above			2.750	720	59
3.525	410	38		2.725	730	59
3.500	420	39		2.700	730	60
3.475	430	40		2.675	740-750	61
3.450	440	41		2.650	760	62
3.425	450	41		2.625	770	63
3.400	460	42		2.600	780	64
3.375	470	42		2.575	790	65
3.350	480	43		2.550	800	66
3.325	490	44		2.525	810	67
3.300	500	44		2.500	820	68
3.275	510	45		2.475	830	69
3.250	520	46		2.450	840-850	70
3.225	530	46		2.425	860	70
3.200	540	47		2.400	860	71
3.175	550	47		2.375	870	72
3.150	560	48		2.350	880	73
3.125	570	49		2.325	890	74
3.100	580	49		2.300	900	75
3.075	590	50		2.275	910	76
3.050	600	50		2.250	920	77
3.025	610	51		2.225	930	78
3.000	620	52		2.200	940	79
2.975	630	52		2.175	950	80
2.950	640	53		2.150	960	80
2.925	650	53		2.125	960	81
2.900	660	54		2.100	970	82
2.875	670	55		2.075	980	83
2.850	680	56		2.050	990	84
2.825	690	56		2.025	1000	85
2.800	700	57				

- SAT scores used for NCAA purposes include only the critical reading and math sections. The writing section is not used.
- The act score used for NCAA purposes is a sum of the four sections on the ACT: English, mathematics, reading and science.



## **What Is A Core Course?**

A core course must:

- Be an academic course in one or a combination of these areas: English, mathematics, natural/physical science, social science, foreign language, nondoctrinal religion or philosophy;
- Be four-year college preparatory;
- Be at or above your high school's regular academic level (no remedial, special education or compensatory courses)
- Be completed not later than the high school graduation date of your class [as determined by the first year of enrollment in high school (ninth grade) or the international equivalent]. Not all classes you take to meet high school graduation requirements may be used as core courses. Courses completed through credit-by-exam will not be used. Check your high school's list of approved core courses at the

Eligibility Center Web site at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) or ask your high school guidance counselor.

## **Grade-Point Average**

### **How Your Core-Course Grade-Point Average is Calculated**

The Eligibility Center will calculate the grade-point average of your core courses on a 4.000 scale. The best grades from your NCAA core courses will be used. Grades from additional core courses you took will be used only if they improve your grade-point average. To determine your points earned for each course, multiply the points for the grade by the amount of credit earned. Use the following scale unless your high school has a different scale on file with the Eligibility Center:

**A – 4 points C – 2 points**

**B – 3 points D – 1 point**



## **ACT and SAT Tests**

### **Test-Score Requirements**

You must achieve the required score on the SAT or ACT before your full-time collegiate enrollment. You must do this whether you are a citizen of the United States or of a foreign country. You must take the national test given on one or more of the dates shown below.

### **IMPORTANT CHANGE:**

All SAT and ACT scores **must** be reported to the Eligibility Center **directly** from the testing agency. Test scores will **not** be accepted if reported on a high school transcript. When registering for the SAT or ACT, input the Eligibility Center code of **9999** to make sure the score is reported directly to the Eligibility Center.

### **Taking Tests More than Once**

You may take the SAT or the ACT more than one time. If you take either test more than once, you may use your best sub-score from different tests to meet the minimum test-score requirements.

### **Special Considerations:**

#### **Students With Education-Impacting Disabilities: Special Conditions**

A student with an education-impacting disability must meet the same requirements as all other students, but is provided certain accommodations to help meet these requirements.

### **To Document Your Education-Impacting Disability**

Send the following documentation to:

NCAA Eligibility Center

P.O. Box 7110

Indianapolis, IN 46207-7110

- Copy of your professional diagnosis; and
- Copy of your IEP, ITP, 504 plan or statement of accommodations. (One of the above documents should be dated within the last three years.)



### **The GED**

The General Education Development (GED) test may, under certain conditions, satisfy the graduation requirement, but it will not satisfy core-course grade-point average or test-score requirements. Contact the NCAA for information about GED submission.

### **Home School**

Home-schooled students who plan to enroll in a Division I or II college must register with the Eligibility Center and must meet the same requirements as all other students.

### **Your Amateurism and You:**

If you want to participate in NCAA Division I or II athletics, you must also be certified as an amateur student-athlete. The Eligibility Center will determine the amateurism eligibility of all freshman through a review of the following pre-collegiate enrollment activities:

1. Contracts with a professional team.
2. Salary for participating in athletics.
3. Prize money.
4. Play with professionals.
5. Tryouts, practice or competition with a professional team.
6. Benefits from an agent or prospective agent.
7. Agreement to be represented by an agent.
8. Delayed initial full-time collegiate enrollment to participate in organized sports competition.

Additional information regarding NCAA amateurism rules is available on the Eligibility Center's Web site by logging on to [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net), then clicking on "General Information" and then "Information and Resources for Prospective Student-Athletes."

## **Steps to Achieving Your Eligibility**

### **Freshmen and Sophomores**

- Start planning now!
- Work hard to get the best grades possible.
- Take classes that match your school's NCAA list of approved core courses.
- You can receive your school's NCAA list of approved core courses at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net).

### **Juniors**

- At the beginning of your junior year, register at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) and complete the amateurism questionnaire.
- Register to take the ACT, SAT or both and use the Eligibility Center code (**9999**) as a score recipient.
- Double check to make sure the courses you have taken match your school's NCAA list of approved core courses.
- Ask your guidance counselor to send an official transcript to the Eligibility Center after completing your junior year. (The Eligibility Center does NOT accept faxed transcripts or test scores.)
- Prior to registration for classes for your senior year, check with your guidance counselor to determine the amount of core courses that you need to complete your senior year.

### **Seniors**

- Take the SAT and/or ACT again. The Eligibility Center will use the best scores from each section of the ACT or SAT to determine your best cumulative score.
- Continue to take college-prep courses.
- Check the courses you have taken to match your school's NCAA list of approved core courses.
- Review your amateurism questionnaire responses and request final amateurism certification on or after April 1 (for fall enrollees) or October 1 (for spring enrollees).
- Continue to work hard to get the best grades possible.
- Graduate on time (in eight academic semesters). If you fall behind, use summer school sessions prior to graduation to catch up.
- After graduation, ask your guidance counselor to send your final transcript with proof of graduation.

## **Eligibility Center Registration**

### **Complete the Student Release Form**

To register with the Eligibility Center, you must complete the Student Release Form and amateurism questionnaire online at the beginning of your junior year and send the Eligibility Center the registration fee.

**Online registration:** The only method is to register online. Go online to [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net). Select **Prospective Student-Athletes** and then register as a U.S. student. Complete the Student Release Form online and include your credit or debit card information to pay the fee. Then follow instructions to complete the transaction. Print both Copy 1 and Copy 2 of the Transcript Release Form. Sign the Transcript Release Forms and give both to your high school guidance counselor.

## **Recruiting Regulations**

College coaches must follow the rules outlined in this section. You are expected to follow these rules as well.

### **Recruiting Terms**

**Contact:** A contact occurs any time a coach has any face-to-face contact with you or your parents off the college's campus and says more than hello. A contact also occurs if a coach has any contact with you or your parents at your high school or any location where you are competing or practicing.

**Contact period:** During this time, a college coach may have in person contact with you and/or your parents on or off the college's campus. The coach may also watch you play or visit your high school. You and your parents may visit a college campus and the coach may write and telephone you during this period.

**Dead period:** A college coach may not have any in-person contact with you or your parents on or off campus at any time during a dead period. The coach may write and telephone you or your parents during this time.

**Evaluation:** An evaluation is an activity by a coach to evaluate your academic or athletics ability. This would include visiting your high school or watching you practice or compete.

**Evaluation period:** During this time, a college coach may watch you play or visit your high school, but cannot have any in-person conversations with you or your parents off the college's campus. You and your parents can visit a college campus during this period. A coach may write and telephone you or your parents during this time.

**Official visit:** Any visit to a college campus by you and your parents paid for by the college. The college may pay all or some of the following expenses:

- Your transportation to and from the college;
- Room and meals (three per day) while you are visiting the college; and
- Reasonable entertainment expenses, including three complimentary admissions to a home athletics contest.

Before a college may invite you on an official visit, you will have to provide the college with a copy of your high school transcript (Division I only) and SAT, ACT or PLAN score and register with the Eligibility Center.

**Prospective student-athlete:** You become a “prospective student-athlete” when:

- You start ninth-grade classes; or
- Before your ninth-grade year, a college gives you, your relatives or your friends any financial aid or other benefits that the college does not provide to students generally.

**Quiet period:** During this time, a college coach may not have any in-person contact with you or your parents off the college's campus. The coach may not watch you play or visit your high school during this period. You and your parents may visit a college campus during this time. A coach may write or telephone you or your parents during this time.



## **Recruiting Methods**

Each Division I, II & III sport has its own set of recruiting rules. Please refer to [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) for specific rules.

### **Unofficial visit.**

Any visit by you and your parents to a college campus paid for by you or your parents. The only expense you may receive from the college is three complimentary admissions to a home athletics contest. You may make as many unofficial visits as you like and may take those visits at any time. The only time you cannot talk with a coach during an unofficial visit is during a dead period.

### **Verbal commitment.**

This phrase is used to describe a college-bound student-athlete's commitment to a school before he or she signs (or is able to sign) a National Letter of Intent. A college-bound student-athlete can announce a verbal commitment at any time. While verbal commitments have become very popular for both college-bound student-athletes and coaches, this "commitment" is NOT binding on either the college-bound student-athlete or the institution. Only the signing of the National Letter of Intent accompanied by a financial aid agreement is binding on both parties.

### **Recruiting Calendars**

To see recruiting calendars for all sports, go to [www.NCAA.org](http://www.NCAA.org).

### **National Letter of Intent**

The National Letter of Intent (NLI) is a voluntary program administered by the Eligibility Center. By signing an NLI, your son or daughter agrees to attend the institution for one academic year. In exchange, that institution must provide athletics financial aid for one academic year. Restrictions are contained in the NLI itself. Read them carefully. These restrictions may affect your son's or daughter's eligibility. If you have questions about the National Letter of Intent, visit the Web site at: [www.national-letter.org](http://www.national-letter.org) or call 877/262-1492.

### **Fall Sports**

Cross Country (W)  
Cross Country (M)  
Field Hockey (W)  
Football (M)  
Soccer (W)  
Soccer (M)  
Volleyball (W)  
Water Polo (M)

### **Spring Sports**

Baseball (M)  
Golf (W)  
Golf (M)  
Lacrosse (W)  
Lacrosse (M)  
Rowing (W)  
Softball (W)  
Tennis (W)  
Tennis (M)  
Outdoor Track and Field (W)  
Outdoor Track and Field (M)  
Volleyball (M)  
Water Polo (W)

### **Winter Sports**

Basketball (W)  
Basketball (M)  
Bowling (W)  
Fencing (M&W)  
Gymnastics (W)  
Gymnastics (M)  
Ice Hockey (W)  
Ice Hockey (M)  
Rifle (M&W)  
Skiing (M&W)  
Swimming and Diving (W)  
Swimming and Diving (M)  
Indoor Track and Field (W)  
Indoor Track and Field (M)  
Wrestling (M)





Below is a list of several qualities which students generally look for in colleges/universities. It is rare for a college to have all of the qualities listed, nor do many students expect to find all of them when they are trying to decide which school to choose. In the box labeled "Importance," put two checks if a quality is very important to you, and one check if it is somewhat important to you. As you visit colleges and universities, number them 1, 2, 3, and so forth, and put an "X" in the box after each quality a school has. This checklist will provide a quick analysis of the schools.

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	Importance	No. 1	No. 2	No. 3	No. 4	No. 5
1. Level of competition – Div. I, Div. II, or Div. III						
2. Opportunity to play						
3. Compatibility of program with your style of play						
4. Number of hours per day required by sport (in season and out of season)						
5. Quality of athletic facilities						
6. Strength of schedule						
7. Offers your course of study						
8. Admission requirements						
9. Availability of academic help						
10. Prestige and reputation of the school						
11. Are there minimum GPA requirements?						
12. School too large/small?						
13. Housing and dining facilities						
14. Athletic scholarships (full/partial)						
15. Financial aid package: a. Grants b. Loans c. Work study						
16. Traveling cost to and from home						
17. Out-of-pocket cost						

Sample Letter FROM STUDENT-ATHLETE TO COLLEGE COACH

Date

Coach's Name Address City

, State, Zip

Dear Coach (include Coach's Name):

This letter is to inquire about possible participation as a member of the (*sport*) team at the (*name of University/College*). My goals are to pursue a degree in (*desired major*) upon graduation from (*high school name*) high school, (*town, state*) in June this year.

A résumé is attached which outlines academic and athletic achievements during my high school career. I would greatly appreciate the opportunity to meet and discuss the possibility of participating in your program.

The enclosed high school schedule lists the season contests; I look forward to the opportunity to visit with you at your convenience.

Respectfully,

Athlete's Name

Address

City, State, Zip

Phone and E-mail address

**Editor's Note:** *This letter is a sample. Your letter should personalize your sport-specific needs.*

## **Action Steps for Student Athletes**

- Play often and with the highest level possible
- Make the grades – do the work!
- Overachieve – the next grade builds on the previous year
- Look for colleges on the internet
- Familiarize yourself with both the Ballston Spa and NCAA Guide For College Bound Athletes
- Register with the Eligibility Center Junior/Senior year
- Develop a player resume and write to the schools of interest
- Produce a video if possible
- Play your sport well!
- Update important information – Playing schedule, Awards, Honors
- Prepare college applications for admission
- Visit the college campus if possible before senior year
- See the team play and meet the coaches and the players
- Have your high school coach call the college coach with a recommendation
- Call the coach at the schools of interest. They want to hear from the student
- Parents should stay involved and in contact with the coach
- Apply early to the schools of interest
- Be realistic in choosing the school

## **National Junior College Athletic Association (NJCAA) Eligibility Regulations**

### **REQUIREMENTS FOR ENTERING STUDENT-ATHLETES**

- A. A student-athlete must be a graduate of a high school with an academic diploma or a General Education diploma. The high school must not be a high school affected by the NCAA Initial Eligibility process at the time of the student-athletes enrollment. See list on the NCAA website of high schools affected by the Initial Eligibility process.
- B. Non-high school graduates can establish eligibility for athletic participation by completing one term of college work passing 12 credits with a 1.75 GPA or higher. This term must be taken after the student-athlete's high school class has graduated.
- C. Non-high school graduates who have earned sufficient credit for high school graduation status can establish eligibility for athletic participation by completing one term of college work passing 12 credits with a 1.75 GPA or higher. This term can be completed before the student-athlete's high school class has graduated.
- D. Student-athletes classified under Section 3.B. or 3.C. above may be added to the eligibility roster after completion of the requirements in the respective Section. (May not be added until the term is over.)
- E. Student-athletes who are completing high school and are simultaneously enrolled in 12 or more credits at a college are eligible for athletic participation with the completion of the NJCAA High School Waiver Form (Form 3.E). This form must be signed by the student-athlete's high school Principal and the College President. This provision is applicable to only those student-athletes whose high school class has not graduated at the time of college enrollment.

## **National Association of Intercollegiate Athletics (NAIA)**

### ***NAIA Eligibility Regulations***

The following is a short listing of criteria that needs to be met to be eligible to represent a member institution in any manner

(scrimmages, intercollegiate competitions). For more information on NAIA Eligibility Regulations, visit [www.naia.org](http://www.naia.org).

1. If an entering freshman\* be a graduate of an accredited high school or be accepted as a regular student in good standing as defined by the enrolling institution and meet two of the three entry level requirements.

\* An entering freshman is defined as a student who upon becoming identified with an institution has not been previously identified

with an institution(s) of higher learning for two semesters or three quarters (or equivalent).

A. Achieve a minimum of 18 on the Enhanced ACT or 860 on the SAT. The ACT/SAT test must be taken on a national or

international testing date and certified to the institution prior to the beginning of each term in which the student initially

participates (residual tests are not acceptable). The SAT score of 860 or higher must be achieved on the Critical Reading and Math

sections of the SAT. The SAT score of 860 or higher must be achieved on the **CRITICAL READING** and **MATH** sections of the SAT.

Scores must be achieved on a single test.

B. Achieve a minimum overall high school grade point average of 2.0 on a 4.0 scale

C. Graduate in the top half of your high school graduating class

### ***NAIA Advantages***

There are many advantages to competing in NAIA sports. Beside the benefit of close-knit communities and small class sizes on the typical NAIA campus, NAIA athletics offer:

- Maximum opportunity to participate in regular season contests and National Championships
- Greater opportunities to transfer without missing a season
- Fewer recruiting restrictions
- Focus on the education and character development of the student-athlete

The NAIA recruitment process is less cumbersome, with fewer restrictions on the contact between a student-athlete and a coach.

More frequent communication aids in assuring that the student-athlete is comfortable with the choice of an institution. While NAIA rules hold to strict academic requirements, the process of establishing eligibility is streamlined since there is no clearinghouse. We hope you strongly consider enrolling at an NAIA member institution.

For more information, visit [www.naia.org](http://www.naia.org)

## References

*National Interscholastic Athletic  
Administrators Association*  
**9100 Keystone Crossing, Suite 650  
Indianapolis, Indiana 46240**

**<http://www.niaaa.org/>**

*NCAA Eligibility Center*  
P.O. Box 7136  
Indianapolis, IN 46207

**[https://web1.ncaa.org/eligibilitycenter/general/index\\_general.html](https://web1.ncaa.org/eligibilitycenter/general/index_general.html)**

NAIA National Office  
1200 Grand Blvd.  
Kansas City, Missouri 64106  
**[www.naia.org](http://www.naia.org)**

*National Junior College  
Athletic Association*  
**1755 Telstar Drive, Suite 103  
Colorado Springs, CO 80920**

**<http://www.njcaa.org/>**



## NOTES

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