



DCSAA Transfer Rules and Transfer Exceptions

Basic Rule: A student who transfers enrollment from any school, including a member school, to any member school in grades nine (9), ten (10), eleven (11), or twelve (12) is ineligible to participate in interscholastic athletics unless he or she meets one (1) of the following exceptions (see 5-A DCMR § 2707):

	Short Description	Complete Rule Exception	Required Supporting Documentation
(a)	Ninth grade transfer.	A student in grade nine (9) may transfer one (1) time during that school year without loss of eligibility. They shall be eligible immediately upon registration provided they meet all other DCSAA eligibility requirements. However a student shall not participate in a contest at the varsity level for two different schools in the same sport during the same school year. A student is considered a ninth (9th) grader until the first day of school of their tenth (10th) grade year;	<ol style="list-style-type: none"> 1. Copy of official enrollment form with date of enrollment. 2. Signed DCSAA Single Student Certification of Eligibility.
(b)	Valid change of address.	A student attending a member school has a valid change of address, as defined in this chapter;	<ol style="list-style-type: none"> 1. Copy of official enrollment form listing the name and address of legal parent(s) or guardian(s). 2. Copy of school generated transcript or report card showing the previous address. 3. Signed DCSAA Single Student Certification of Eligibility.
(c)	Court ordered change of guardianship or custody.	The transfer is caused by court action, court action being an order from a court of law affecting legally committed students. In the case of a transfer of guardianship or custody, the transfer shall be the result of a court order signed by a judge, commissioner, or master of a court of competent jurisdiction. A petition for the transfer of guardianship or custody, an affidavit, or a notarized statement signed by the affected parties shall not be sufficient to render the student eligible to participate in interscholastic athletics. For purposes of eligibility, a child placed within CFSA custody is eligible to participate in interscholastic athletics immediately at the school they attend;	<ol style="list-style-type: none"> 1. Copy of court order stating the change in legal guardianship. 2. Signed DCSAA Single Student Certification of Eligibility.

(e)	School seat availability at a school for which the student previously applied to and was rejected.	If the student is in their second, third or fourth year of eligibility and the transfer is a result of a seat opening in the receiving school if the student had previously applied to the school and had been rejected due to a lack of capacity or a result of admission via the DC school based lottery. For this exception to apply, the receiving school shall have appropriate documentation including: a dated and school stamped student application from a previous school year; a letter in response to the application notifying the student that they were not accepted; and a letter dated after the start of the school year offering the student a seat in the receiving school or a notification of admission from the lottery school.	<ol style="list-style-type: none"> 1. Stamped and dated copy of the student's school application from the previous year. 2. A letter, dated after the start of the school year, from the receiving school offering the student a seat. 3. Signed Single Student Certification of Eligibility.
(f)	Change of school due to terminal point of sending school.	Transfer because of promotion or administrative assignment to the ninth (9th) grade from a school whose terminal point is the eighth (8th) grade, or to the tenth (10th) grade from a junior high school whose terminal point is the ninth (9th) grade, shall not constitute a transfer. Students so promoted or administratively assigned shall be eligible.	<ol style="list-style-type: none"> 1. A copy of the student's school generated transcript. 2. Signed Single Student Certification of Eligibility.
(g)	Discontinuation of athletic program.	The sending school dropping their entire athletic program. Dropping their athletic program is defined as the school discontinuing all of their interscholastic athletics sports programs;	<ol style="list-style-type: none"> 1. A signed letter from the principal of the sending school stating that the school is terminating its athletic program. 2. Signed Single Student Certification of Eligibility.
(h)	School Closure	The closure of the sending school;	<ol style="list-style-type: none"> 1. Official documentation from the sending school or from the sending school's LEA certifying the school's closing status. 2. Signed Single Student Certification of Eligibility.
(i)	Discontinuation of varsity sport.	The sending school discontinuing a single sport at the varsity level;	<ol style="list-style-type: none"> 1. Written documentation, signed by the principal, stating that the sport has been discontinued at the varsity level. 2. Signed Single Student Certification of Eligibility.
(j)	Unmet special needs.	The student has special needs, as identified by the Individualized Education Program (IEP) or Section 504 Plan, and is transferred to another public school for the delivery of a free appropriate public education;	<ol style="list-style-type: none"> 1. Proof of IEP or 504 plan. 2. Written and signed statement from the sending school confirming that they are unable to meet the educational needs of the student. 3. Written and signed statement from the receiving school confirming that they are able to meet the educational needs of the student. 4. Signed Single Student Certification of Eligibility.
(k)	Homeless status.	A transfer is the result of the student's being homeless as defined by OSSE, except if the student's homeless status is shown to have	<ol style="list-style-type: none"> 1. Proof of homeless status. 2. Signed Single Student Certification of Eligibility

		been created by the student or his/her family for the primary reason of eligibility in interscholastic athletics;	
(l)	Transfer for safety reasons.	The transfer is a result of a student exercising transfer options (i.e., persistently dangerous schools (5-E DCMR § 3805) or victim of a violent crime (5-E DCMR § 3809)) mandated by D.C. law.	<ol style="list-style-type: none"> 1. A copy of the incident report(s) along with the school's incident substantiation report and/or; 2. A copy of the police report(s) 3. Signed Single Student Certification of Eligibility.
(m)	Foreign exchange student.	The student is a qualified foreign exchange student under § 2701.5 or an international student residing in the District with his or her parent(s).	<ol style="list-style-type: none"> 1. A copy of the student's J-1 visa issued by the U.S. Department of State. 2. A copy of the sending school's participation in the foreign exchange program published by the Council on Standards for International Education Travel. 3. Signed Single Student Certification of Eligibility.
2707.2	Student did not participate in desired sport at sending school.	A student who has not previously participated in the sport for which they are interested in competing; who is released by a proper school authority from a sending school; and has completed the registration process at the receiving school shall be eligible, provided they meet all other DCSAA eligibility requirements. The receiving school shall submit, to DCSAA, an electronic or signed statement from the athletic director of the sending school that states the student did not participate in the specific sport the preceding year in which they wish to participate.	<ol style="list-style-type: none"> 1. A signed letter from the principal of the sending school certifying that the student did not participate in sports, or did not participate in the sport in which the student would like to play at the receiving school. 2. Signed Single Student Certification of Eligibility.