

School: \_\_\_\_\_ Submitted by: \_\_\_\_\_

(transfer contact)

**ROPSSAA TRANSFER AND ELIGIBILITY POLICY APPEAL FORM**

Date of Application to ROPSSAA (please circle one) Mon. Sept. 14 Fri. Sept. 25 Fri. Oct. 30 Fri. Nov. 20 Fri. Dec. 11 Fri. March 5 Fri. March 26 Fri. April 30 – appeals to ROPSSAA only

**PART A - STUDENT INFORMATION** (Please print)

Applicants Name: \_\_\_\_\_ Birthdate \_\_\_\_\_  
 Last First Month / Day / Year

**Residences:** List ALL addresses used DURING HIGH SCHOOL together with occupancy dates. In each circumstance indicate who the applicant was living with..

PRESENT ADDRESS			DATE IN		LIVING WITH Print actual name(s) <u>and</u> relation.
_____ Street Apt# City/Town _____ Postal Code Home Tel. #			month _____ year _____		
PREVIOUS ADDRESSES (to account for <u>all</u> addresses while attending <u>highschool</u> - address must be provided in order of calendar year most recent to least recent)			DATE IN	DATE OUT	LIVING WITH Print actual name(s) <u>and</u> relation.
(1) _____ Street Apt# City/Town _____ Postal Code Home Tel. #			month _____ year _____	month _____ year _____	
(2) _____ Street Apt# City/Town _____ Postal Code Home Tel. #			month _____ year _____	month _____ year _____	
(3) _____ Street Apt# City/Town _____ Postal Code Home Tel. #			month _____ year _____	month _____ year _____	
(4) _____ Street Apt# City/Town _____ Postal Code Home Tel. #			month _____ year _____	month _____ year _____	

PRESENT HIGH SCHOOL \_\_\_\_\_ DATE OF ENTRY month \_\_\_\_\_ term \_\_\_\_\_  
 year \_\_\_\_\_ semester \_\_\_\_\_

PREVIOUS HIGH SCHOOLS (list ALL high schools attended in reverse order)	DATE OF ENTRY Month / Day / Year	T / S	SCHOOL - CITY, PROV., COUNTRY
(1) _____	month day year	_____	_____
(2) _____	month day year	_____	_____
(3) _____	month day year	_____	_____

Month and year of entry into Grade 9: \_\_\_\_\_ # of credits earned as of last June: \_\_\_\_\_ # of credits earned Semester I this year if applicable: \_\_\_\_\_

Applicants Name: \_\_\_\_\_

Sports played at the HIGH SCHOOL INTERSCHOOL LEVEL during 12 months prior to transfer (if NONE, indicate):

Alpine Skiing	Archery	Badminton	Basketball	Baseball
Cricket	Cross Country Running	Curling	Field Hockey	Flag Football
Football	Golf	Ice Hockey	Lacrosse	Mountain Biking
Nordic Skiing	Rugby	Soccer	Softball (fast)	Softball (slo)
Swimming	Table Tennis	Tennis	Track and Field	Volleyball
Wrestling	NONE			

STUDENT'S RATIONALE FOR ELIGIBILITY: (PLEASE PRINT CLEARLY. Use a separate paper if necessary).

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There are 13 sections under which an applicant may apply to be eligible for interschool competition. Select **ONE** of the 13 sections **ONLY** (1 box).

Before determining the section of the Transfer Policy under which your appeal will be made, read the entire Policy carefully so as to ensure that you are appealing under the appropriate section and that you are able to provide the documentation required.

Every student who has been registered as a transfer from another high school (anywhere) within the previous twelve (12) months is ineligible for all ROPSSAA and OFSAA-sanctioned events, unless he/she appeals and is deemed eligible by the ROPSSAA and/or OFSAA Board of Reference Transfers.

(a)(i) there has been an accompanying change in legal residence by the student and his/her immediate family to the designated school from any system (public, catholic, independent) according to school board boundaries (or is the closest school in the student's choice of school system to the student's home if no school boundaries exist).  
 Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction.

note: must provide **ONE** of the following pieces of documentation to support this appeal (indicate proof provided)

- \_\_\_\_\_ telephone and/or utility service operative at the new residence
- \_\_\_\_\_ vehicle registration listing the new residence
- \_\_\_\_\_ real estate documents indicating and verifying a change of residence (e.g., sale, purchase lease/rental agreement)
- \_\_\_\_\_ parents/court-appointed guardians' property tax bill listing the new residence
- \_\_\_\_\_ insurance slip for home and auto insurance
- \_\_\_\_\_ school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student

**AND** proof of legal guardianship if living with someone other than mother and father included \_\_\_\_\_ YES

Note: any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

Applicants Name: \_\_\_\_\_

(a)(ii) students transferring to an Ontario School from outside North America may apply under this section.  
proof of legal guardianship if living with someone other than mother or father included \_\_\_\_\_ YES

(a)(iii) student attending a school as a result of the closure of his/her former school may apply under this section.  
proof of legal guardianship if living with someone other than mother or father included \_\_\_\_\_ YES

(b)(i) the student did not participate in any sports at the interschool level for twelve months prior to the date of transfer.  
**Note:** grade 9 students not living in their designated school boundary may not apply under this category

written confirmation from one of the following at the previous school must be included

Principal                      Vice Principal                      PHE Head                      Athletic Contact                      Transfer Contact

(b)(ii) the student accepts his/her ineligibility under the Transfer Policy, but requests eligibility for the sports he/she did not participate in at the interschool level for the twelve months prior to the date of transfer.  
**Note:** grade 9 students not living in their designated school boundary may not apply under this category

written confirmation from one of the following at the previous school must be included

Principal                      Vice Principal                      PHE Head                      Athletic Contact                      Transfer Contact

(c) the student has transferred from a non-semestered school to a semestered school for Semester 1 and is either within one (1) semester of graduation **or** is within four (4) credits of the academic requirements for university admission. The purpose of such a transfer is to complete high school in one semester. Such a student is eligible for Semester 1 only and will be ineligible for twelve (12) months after the conclusion of the semester.

note: application under this section requires proof of **EACH** of the following

\_\_\_\_\_ timetable \_\_\_\_\_ transcript

(d) the student **has been placed** in a school by (i) an I.P.R.C. (Identification, Placement and Review Committee) decision; or (ii) a court order. The Federation's Board of Reference shall require and receive a letter from the principal of the school from which the student has transferred, stating the reason for the placement of the student by I.P.R.C., or a copy of the court order placing the student in the new school, whichever is applicable.

note: application under this section requires proof of **EACH** of the following

\_\_\_\_\_ timetable \_\_\_\_\_ transcript \_\_\_\_\_ IPRC letter, if applicable or \_\_\_\_\_ court order, if applicable

(e) the student has transferred for major academic program needs. Major academic program needs are defined as a series of related courses which is unattainable at the previous school and which is a prerequisite for entrance requirements for a specific post-secondary goal (i.e. college or university entrance, employment, apprenticeship).

note: application under this section requires proof of **EACH** of the following.

\_\_\_\_\_ timetable \_\_\_\_\_ transcript \_\_\_\_\_ letter(s) of explanation/support

Applicants Name: \_\_\_\_\_

(f)(i) the student, has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. Documentation detailing these exceptional reasons must accompany the appeal.

note: application under this section requires proof of **EACH** of the following.

\_\_\_\_\_ timetable \_\_\_\_\_ transcript \_\_\_\_\_ letter(s) of explanation/support

(f)(ii) the student, has changed residence to live with a custodial parent, or to live with a new court-appointed legal guardian for exceptional personal reasons. Documentation showing that there was just cause for the move must accompany the appeal.

note: application under this section requires proof of **EACH** of the following.

\_\_\_\_\_ timetable \_\_\_\_\_ transcript \_\_\_\_\_ letters of explanation/support \_\_\_\_\_ custody agreement or court order if applicable

**AND ONE** of the following pieces of documentation to support this appeal is required

\_\_\_\_\_ telephone and utility service operative at the new residence

\_\_\_\_\_ vehicle registration listing the new residence

\_\_\_\_\_ real estate documents indicating and verifying a change of residence (e.g., sale and purchase)

\_\_\_\_\_ parents/court-appointed guardians' property tax bill listing the new residence

\_\_\_\_\_ insurance slip for home and auto insurance

\_\_\_\_\_ school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student

**AND** proof of legal guardianship if living with someone other than mother and father included \_\_\_\_\_ YES \

Note: Any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

(f)(iii) the student, has transferred to remove him/herself from an abusive home environment. Documentation detailing the abusive situation shall be provided by the applicant from the sending school, psychologists, social worker, medical doctor or police, as the case may be. (All documentation will be reviewed respecting confidentiality.)

note: application under this section requires proof of **EACH** of the following

\_\_\_\_\_ timetable \_\_\_\_\_ transcript \_\_\_\_\_ letter(s) of explanation/support

(f)(iv) the student has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: information regarding change in tuition fees; documentation regarding family requests for bursary assistance to meet financial hardship; documentation regarding significant changes in the financial situation of the family; and confirmation that the student will be attending the designated school in their home catchment area.

note: application under this section requires proof of **EACH** of the following

\_\_\_\_\_ timetable \_\_\_\_\_ transcript \_\_\_\_\_ letter(s) of explanation/support

Applicants Name: \_\_\_\_\_

(f)(v)

**Failed Intervention Strategies:** the student who has transferred (or is considering transferring) experienced educational and/or social difficulties that have clearly been documented on the student's scholastic record and, in the opinion of school administration, it is in the best interest of the student to transfer schools as a direct result of the failure of the intervention strategies put in place by the school to deal with the situation. The transfer must be approved by the receiving and sending school principals and both schools' athletic contacts or heads of health and physical education. Students should apply prior to the actual transfer of schools if possible. The onus is on the student to provide documentation that he/she has fulfilled their obligations outlined in the strategies.

note: application under this section requires proof of **EACH** of the following

\_\_\_\_\_ timetable \_\_\_\_\_ transcript \_\_\_\_\_ letter(s) of explanation/support

**Notwithstanding any of the above, no student may play the same sport for more than one school in the same league or municipality in the same school year unless the student is ruled eligible by the Federation's Board of Reference under subsection (a) of the Transfer Policy.**

**Notes:**

1. Once a student has changed schools he/she is considered a transfer student and even if he/she returns to a school, he/she must comply with the Transfer Policy.
2. The word "participate" in section (b) of the Transfer Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events not just league play.
3. The Board of Reference **will not consider** as reasons for transfer:
  - (i) the relative ranking of schools or the differences in delivery of courses with the same Ministry course codes;
  - (ii) that a sport or team is no longer offered at the previous school
4. Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous 12 months from their date of entry into the new school.
5. Out of province and out of country exchange students are not considered transfer students and are eligible for all sports.
6. Students transferring from other provinces, states or countries, who have graduated from high school or equivalent are ineligible for ROPSSAA competition.
7. Students applying under Section C, E, or F **must** attend the next closest school (of their choice of school system) to their home residence.
8. When applying under section (a)(i) or (f)(ii), the student will provide evidence/documentation confirming a change in legal residence which may include;
  - telephone and utility service operative at the new residence and telephone and utility service disconnected at the former residence;
  - vehicle registration listing the new residence;
  - real estate documents indicating and verifying a change of residence (e.g., sale and purchase);
  - parents/court-appointed guardians' property tax bill listing the new residence
  - insurance slip for home and auto insurance;
  - school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student;
  - any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

To the best of my knowledge the above information is accurate. Any student submitting falsified information on this form will be deemed ineligible for twelve (12) months from the date of the ROPSSAA/OFSAA appeal.

**Note: Production of evidence/documentation described above does not guarantee eligibility.**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of Transfer and Eligibility Contact

\_\_\_\_\_  
Print Name of Parent/Guardian and relationship to applicant

\_\_\_\_\_  
Signature of School Principal or Vice Principal

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Print Name of Principal or Vice Principal (above)