



Preparing for Athletic Academic Certification (Eligibility for Student-Athletes)

Fundamentals & Best Practices

BEST PRACTICES

- First and foremost, athletic academic certification **MUST HAVE BROAD-BASED PARTICIPATION** that includes athletic academic advisors, campus advisors, compliance, registrar, and admissions.
- Ensure that each student-athlete (S-A) has a transcript for each semester and major curriculum sheet in their file.
- Ensure that each S-A has a Progress Towards Degree Tracking form in their file. If a spreadsheet is used for the team, you **MUST** ensure that there is a **SEPARATE** tracking form for each individual S-A.
- The Athletic Academic Support Personnel should provide the Compliance Coordinator with copies of the Progress Towards Degree Tracking Forms or Spreadsheet. They should meet along with the coach and Faculty Athletics Representative to discuss the status of each team. This will ensure that all constituents are under the same understanding regarding the satisfactory progress of each team.

PROGRESS TOWARDS DEGREE FUNDAMENTALS

Basic Requirements

- Good Academic Standing (NCAA Bylaw 14.01.2.1) – It is determined by the institution for all students.
- Progress Towards Degree (PTD) Requirements
 - Credit-hour Requirement
 - Six-hour requirement
 - 18/27- hour requirement each academic year
 - 24/36-hour requirement: **First Year Only**
 - Percent-of-degree Requirement
 - 40/60/80
 - GPA Requirement
 - 90/95/100

CREDIT HOUR REQUIREMENTS

(NCAA Bylaw 14.4.3.1)

Six-Hour

- Term requirement. Does not apply to part-time terms.
- Cannot be use intercessions, winter session, etc.

18/27 Hour

- Triggered if S-A enrolled in any part of the regular academic year.
- Cannot use summer hours but can use intercession, winter session, etc.

24/36 Hour

- First year requirement.
- Must complete prior to second year of enrollment.
- Credit can apply to any degree.
- Can use summer hours earned prior and after first year of enrollment.

FOOTBALL CREDIT HOUR REQUIREMENTS

(NCAA Bylaw 14.4.3.1.6)

9/8 Hour

- Fall term requirement only. Does not apply to part-time terms.
- Must receive APR eligibility point for fall term.
- Cannot use intercession, winter term, etc.
- Ineligibility for first four contests for the following playing season.

27/40 Hour

- If S-A subsequently earns 27/40 hours by the beginning of the next fall term, the S-A may regain the third and fourth contest.

One Time

- One time during the S-A's five-year period of eligibility, a S-A that earns 27/40 hours by the beginning of the next fall term may regain all four contests.

PERCENTAGE OF DEGREE REQUIREMENTS (NCAA Bylaw 14.4.3.2)

- Percentage-of-degree is based on the S-A's full-time terms of enrollment.
 - Before start of third year: 40%
 - Before start of fourth year: 60%
 - Before start of fifth year: 80%
- Degree Credit (NCAA Bylaw 14.4.3.1.7)
 - During the S-A's first two academic years, credit-hour requirements may be satisfied with credit hours that apply towards **ANY** degree at the institution.
 - At the start of the third year of enrollment, **all credits used to satisfy PTD credit-hour requirements** must count towards designated degree, they **MUST** be "degree applicable".
- Degree Applicability
 - Hours completed must do BOTH to be considered degree applicable:
 - Increase the number of degree applicable hours; **AND**
 - Reduce the number of hours remaining to graduate.
- Percentage-of-Degree Calculation (NCAA Bylaw 14.4.3.2)

Hours earned
(Applicable to degree)

Hours required.
(Based on designated degree)

= % of degree

GPA REQUIREMENTS (NCAA Bylaw 14.4.3.3)

- GPA requirement is based on minimum GPA required for graduation at your institution.
- Must meet GPA benchmarks before the start of each regular academic term (based on full-time terms):
 - Before start of second year – 90%
 - Before start of third year – 95%
 - Start of fourth year and beyond – 100%
- Transfer S-A

CREDIT-HOUR REQUIREMENTS – TRANSFER S-A (NCAA Bylaw 14.4.3.1.2)

- One Term
 - Six hours of academic credit
- One Academic Year
 - 24/36 hours of academic credit
- 3-Semesters/4-Quarters
 - 30/42 hours of academic credit
- 4-Semesters/6-Quarters
 - Six hours of academic credit

REMEDIAL COURSES (NCAA Bylaw 14.4.3.5.4)

- May only count six hours of remedial credits toward credit-hour requirements.
- May only count if completed during first academic year of enrollment.
- Courses are not applicable toward a degree, so may not be used in percent-of-degree calculations.

CHANGE OF MAJOR (NCAA Bylaw 14.4.3.1.7)

The S-A who changes his or her designated degree program may comply with the progress-toward-degree requirements if:

- The change in programs is documented appropriately by the institution's academic authorities;
- The credits earned prior to the change are acceptable toward the degree previously sought; and
- The credits earned from the time of the change are acceptable toward the new desired degree.

REPEAT COURSES (NCAA Bylaw 14.4.3.1.7)

Once a S-A has begun his or her third year of enrollment (fifth semester or seventh quarter), a course may not be used to fulfill the credit-hour requirements for meeting progress toward degree if the student ultimately must repeat the course to fulfill the requirements of the student's major, even if the course fulfills an elective component of the student-athlete's degree program.