

# CCA Athletic Transfer Worksheet

<b>AD Office ONLY</b> Receive paperwork: _____ Transfer Type: _____ Upload on CIF: _____ CIF Ruling: _____
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Student Name: \_\_\_\_\_

Grade: \_\_\_\_\_ Gender: \_\_\_\_\_ Birthday: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Parent Phone: \_\_\_\_\_

Parent Email: \_\_\_\_\_

**Current Address:** \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Former Address:**  same as current address

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Country (if not USA): \_\_\_\_\_

Zip Code: \_\_\_\_\_

All CIF Sport(s) played in the last 12 months (high school sports only):

\_\_\_\_\_

All Sports you intend to play at CCA: \_\_\_\_\_

1. Enrollment date @ CCA (m/d/yr): \_\_\_\_\_

2. Has the student attended CCA prior to this transfer? \_\_\_\_\_

Dates previously enrolled at CCA (MM/DD/YYYY): \_\_\_\_\_ to \_\_\_\_\_

3. Has the student ever used the Sit Out Period? \_\_\_\_\_

4. What specific date (m/d/yr) did/will the student first attend class (or practice)? \_\_\_\_\_

5. If there has been an official CCA grading period, what was the student's GPA? \_\_\_\_\_

6. If there has not been an official grading period, what was the student's last semester GPA at the former school? \_\_\_\_\_

7. Name of Former School: \_\_\_\_\_

Attended from (m/d/yr): \_\_\_\_\_ Attended to (m/d/yr) : \_\_\_\_\_

8. If former school is a **non CIF San Diego Section School**, complete the following information:

(List all the former schools the student attended.)

❖ Contact Person: \_\_\_\_\_

❖ Contact Person's Position (Athletic Director or higher): \_\_\_\_\_

❖ Contact Person's Email: \_\_\_\_\_

❖ School Address: \_\_\_\_\_

❖ City/ State/ Zip: \_\_\_\_\_

❖ California School District (if applicable): \_\_\_\_\_

## Type of Transfer Requested: (see \*CIF Transfer Information)

### Select one:

*Full Family Move* (entire family has moved into the district from the former residence which has been fully vacated) - full eligibility

\*Date moved out of previous residence (m/d/yr): \_\_\_\_\_

\*Date moved into current residence (m/d/yr): \_\_\_\_\_

\*Names of family members moving: \_\_\_\_\_

Also required: [CIF Full Family Move Documentation & Worksheet](#)

*Sit Out Period* (first time transfer student - non valid change of residence) - date differs per sport

*Limited Eligibility* - eligibility at below the varsity level for entire season, no playoff participation

*Non-Participation* - student has not participated in a high school sport in the previous 12 months at the former school - full eligibility

*Hardship* - see information below

Divorce in the family

Homeless Children/Foster

Court-ordered Transfer

Documented School Safety Issue

Foreign Exchange Student (must be a state approved program)

Does the student agree with the information filled out on this form? \_\_\_\_\_

(Signature if yes)

Does the parent (or guardian) agree with the information filled out on this form? \_\_\_\_\_

(Signature if yes)

**\*CIF Transfer Information**

Any first time transfer student (valid change of residence (206.C) is not considered a transfer) is subject to the Sit Out Period (first transfer only; date differs per sport (207.B(5)) unless:

\*Student/ school is only requesting to compete Frosh or JV for the entire season (Limited Eligibility - 207.B(5)a)

\*Student has not participated in a sport in the previous 12 months at the former school (Non-Participation -

207.B(5)c) \*Student qualifies for a Hardship (207.B(5)c(vii)) - supporting documentation is required

1. Divorce in the family
2. Court-ordered Transfer
3. Documented School Safety Issue
4. Foster/ Homeless Children

**Note:**

- The sit out period is **not** an option for any student transferring for a second time. A second time transfer student (used sit out period already) is **ineligible for one (1) calendar year** from the date of transfer in any sport they have participated in, at any level, in the past 12 months at the former school.
- Transfers due to disciplinary issues at the previous school will be ineligible in all sports for one calendar year from the date of transfer.