

September 18, 2019

Once a Transfer Waiver Request Form has been reviewed, many student/athletes are given permission to participate prior to the full District Committee approval. If a simple response in **SECTION 3. TRANSFERRING STUDENT'S REASON(S) FOR TRANSFERRING** is "A court ordered transfer" (one of the 6 reasons for a post season waiver), and a copy of the court order is provided, nothing more needs to be submitted. The student will be presumptively eligible to participate in the regular season as well as in the post season regardless of grade level, pending formal approval by the District V Committee. If a reason listed in **SECTION 3.**

TRANSFERRING STUDENT'S REASON(S) FOR TRANSFERRING is something that requires additional information to be considered for the post season waiver (11th & 12th grade sport seasons only), the Principal and/or Athletic Director will be sent a [POST SEASON ELIGIBILITY WAIVER FORM \(PDF\)](#) which is also available on our District 5 Website under District Forms. The attachment below is what the District V Committee will use to reach a decision. Documents from parents, principals, athletic directors etc. can be all scanned along with the attached form on top.

- Once scanned, you will go into your PIAA Document Portal.
- Click Create a Document and select "Decision on Athletic Eligibility"
- No need to download a template because you already have a file prepared. The scanned file should be known where it is located on your computer.
- Click "Browse/Upload..."
- Find your file and upload it. The District Chairman will receive an e-mail that the file has been posted on the District V Portal and it will be time stamped. From there Chairman can download it.

The Chairman will share the document with all members of the District V Committee for review. This will be sent out via an e-mail transmission. If the District V Committee does not approve the waiver request (preferably considered at a Committee meeting), a correspondence will be sent to the student's Principal and Athletic Director asking if a formal hearing on behalf of the student will be requested at the District V Committee level. If the parties involved are not satisfied with a District V Committee decision following a hearing, the student's Principal and Athletic Director will have 30 days to request a hearing before a PIAA Appeal Board.

I fully expect that a similar type of [POST SEASON ELIGIBILITY WAIVER FORM \(PDF\)](#) will be approved at an upcoming PIAA BOD meeting and located on your PIAA Document Portal. Until further announcements, please use this form for Post Season Eligibility Waivers.

Paul Leonard
District 5 Chairman