



**REPORT OF THE
NCAA DIVISION II ACADEMIC REQUIREMENTS COMMITTEE
JUNE 4, 2024, VIDEOCONFERENCE**

ACTION ITEMS.

1. Legislative Items.

a. Noncontroversial Legislation -- NCAA Division II Bylaw 14.1.7.1.7.4 -- Eligibility -- General Eligibility Requirements -- Full-Time Enrollment -- Requirement for Practice or Competition -- Exceptions -- Final Term Before Experiential Learning Requirement -- Postbaccalaureate Student-Athletes

- (1) Recommendation. Adopt noncontroversial legislation to clarify that a postbaccalaureate student-athlete may enroll less than full-time in their final semester or quarter before participating in an experiential learning requirement.
- (2) Effective date. Immediate.
- (3) Rationale. Currently, a postbaccalaureate student-athlete may utilize Bylaw 14.1.7.1.7.4 in order to enroll less than full-time during the term immediately preceding their experiential learning requirement. Amending Bylaw 14.1.7.1.4 to include postbaccalaureate student-athletes will clarify that a postbaccalaureate student-athlete may enroll less than full-time and participate in practice and competition in the final semester or quarter before participating in their experiential learning requirement.
- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

b. Noncontroversial Legislation -- Bylaw 14.4.3.8.1 -- Eligibility -- Progress-Toward-Degree Requirements -- Eligibility for Competition -- Exceptions to Progress-Toward-Degree Requirements -- Missed Term Exception -- Qualifiers.

- (1) Recommendation. Adopt noncontroversial legislation to permit a qualifier, during their initial year of enrollment, to have access to the missed term exception.
- (2) Effective date. Immediate.
- (3) Rationale. Current legislation does not permit a student-athlete in their initial year of enrollment to use the missed term exception. The NCAA Division II Academic Requirements Committee believes that qualifiers have already displayed their academic readiness through completion of courses while enrolled in high school, and therefore, permitting a qualifier to use

the missed term exception during their initial year of enrollment would provide greater flexibility. Finally, the remaining requirements of the legislation would still need to be satisfied in order for a qualifier during their initial year of enrollment to use the missed term exception.

- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

2. Nonlegislative Items.

a. Division II Previously Approved Waiver Checklist.

- (1) Recommendation. To update the previously approved waiver checklist, as specified. [See Attachment]
- (2) Effective date. Immediate.
- (3) Rationale. Expanding the checklist to permit a graduate student-athlete to enroll less than full-time due to a sequencing issue, will reduce the burden on compliance administrators. Further, expanding the current checklist to include a one-time self-applied waiver opportunity for circumstances where a nontransfer student-athlete presents their first progress-toward-degree deficiency, regardless of the mitigation, will address contemporary challenges of student-athletes, place more autonomy at the institutional level, reduce unnecessary burden on compliance administrators and more closely align with the commitment to modernize the rules. This expansion would not eliminate the ability of the institution to self-apply relief. Further, traditional waiver opportunities remain available if the conditions for self-application are not satisfied.
- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. Graduate student-athlete with sequencing issues will receive flexibility. Further, nontransfer student-athletes who have not presented a pattern of academic failure will receive flexibility by the expansion of the checklist.

INFORMATIONAL ITEMS.

- 1. **Review of NCAA Division II Bylaw 14.5.4.5.3 (determination of transferable degree credit).** The NCAA Division II Academic Requirements Committee reviewed the current legislation regarding the calculation of transferable degree credit. Specifically, the committee noted that the process to accurately calculate a transferable grade-point-average

is complex, time-consuming and is often incorrectly applied throughout the membership. The committee requested staff collect any data that would help guide this discussion and agreed to continue the discussion during its September 2024 videoconference.

2. **Review of Bylaw 14.1.7.1.7.4 (final term before experiential learning requirement).** The Academic Requirements Committee reviewed a referral from the NCAA Division II Legislation Committee and recommended noncontroversial legislation that would codify current interpretative guidance regarding a postbaccalaureate student-athlete enrolled less than full-time during the semester or quarter immediately preceding an experiential learning requirement. [See Legislative Action Item No. 1a].
3. **Review of Bylaw 14.4.3.8.1 (missed term exception).** The Academic Requirements Committee continued its review on the application of the missed term exception. Specifically, the committee reviewed the legislative history of the exception and recommended noncontroversial legislation to permit qualifiers, during their first year of enrollment, to utilize the missed term exception provided the remaining prongs of the legislation are satisfied. [See Legislative Action Item No. 1b]. Additionally, the committee directed staff to draft an educational column to further assist the membership with the application of the missed term exception. The committee will review a draft of the educational column at a future meeting.
4. **Review of Bylaw 14.1.7.1.5 (cooperative educational exchange program).** The Academic Requirements Committee reviewed and provided feedback on a recent staff interpretation of Bylaw 14.1.7.1.5 regarding an institution offering an internship program that is run entirely by an outside organization, but the credits are awarded by the certifying institution. The committee agreed to issue an official interpretation to confirm the application of Division II Bylaw 14.1.7.1.5, as follows:

Cooperative Educational Exchange Program and Institutional Internship Programs Ran by an Outside Organization (II).

The Academic Requirements Committee confirmed that an internship program that is offered by an institution, but ran by an outside organization, and the credits are awarded by the certifying institution shall be considered a cooperative educational exchange program.

[Reference: NCAA Division II Bylaw 14.1.7.1.5 (cooperative educational exchange program)].

5. **Review of the 2024-25 Previously Approved Waiver Checklist.** The Academic Requirements Committee reviewed the previously approved waiver checklist. Specifically, the committee continued its discussion regarding the addition of a one-time self-applied waiver opportunity for nontransfer student-athletes that present their first progress-

toward-degree deficiency at a Division II institution regardless of mitigation, to the previously approved waiver checklist. The committee approved the addition of the one-time waiver, to the previously approved waiver checklist. [See Nonlegislative Action Item], as well as updates to the previously approved waiver checklist.

6. **Review of the 2024-25 Academic Requirements Committee policies and procedures.** The Academic Requirements Committee reviewed and approved updates to its policies and procedures.
7. **Review of 2024-25 Academic Requirements Committee Subcommittee on Progress-Toward-Degree Waivers policies and procedures.** The Academic Requirements Committee reviewed and approved the Subcommittee on Progress-Toward-Degree Waivers policies and procedures for the 2024-25 academic year.
8. **Review of 2024-25 Division II progress-toward-degree and two-year college transfer waiver directives.** The Academic Requirements Committee reviewed and approved the progress-toward-degree and two-year college transfer waiver directives for the 2024-25 academic year.
9. **Review of 2024-25 Academic Requirements Committee Subcommittee on Initial-Eligibility Waivers policies and procedures.** The Academic Requirements Committee reviewed and approved the Subcommittee on Initial-Eligibility Waivers policies and procedures for the 2024-25 academic year.
10. **Review of 2023-24 initial-eligibility waiver statistics.** The Academic Requirements Committee received an update on initial-eligibility waiver statistics from the 2023-24 academic year.
11. **Review of 2024-25 Division II initial-eligibility waiver directives.** The Academic Requirements Committee reviewed and approved the initial-eligibility waiver directives for the 2024-25 academic year.
12. **Review of 2024-25 NCAA International Student Records Committee policies and procedures.** The Academic Requirements Committee reviewed and approved the International Student Records Committee's policies and procedures for the 2024-25 academic year.
13. **Review of the NCAA High School Review Committee April 11-12, 2024, in-person meeting report.** The Academic Requirements Committee reviewed the report from the High School Review Committee's April 11-12, 2024, in-person meeting.

14. **Review of 2024-25 High School Review Committee policies and procedures.** The Academic Requirements Committee reviewed and approved the High School Review Committee's policies and procedures for the 2024-25 academic year.
15. **Review of the NCAA Division II Degree Completion Award Committee March 11, 2024, in-person meeting and May 6, 2024, videoconference reports.** The Academic Requirements Committee reviewed the reports from the Degree Completion Award Committee's March 11, 2024, in-person meeting and May 6, 2024, videoconference.
16. **Update on the Academic Portal.** The Academic Requirements Committee received an update on the Academic Portal, which included an update on Academic Performance Census data reporting and potential revisions to technical instructions that would help improve accurate data submissions by institutions in future years.
17. **Update from the NCAA Board of Governors.** The Academic Requirements Committee received an update on key items from the April Board of Governors meeting. The committee also received an update regarding the Division I settlement and the impact it may have on Division II.
18. **Review of the NCAA Division II Executive Board and Management Council Spring 2024 Summary of Actions.** The Academic Requirements Committee received an update on the action taken at the spring 2024 Executive Board and Management Council meetings.
19. **Election of chair.** The Academic Requirements Committee elected Jason Jones, associate athletics director for compliance, Catawba College, to serve as chair, effective September 1, 2024.
20. **Review of the Academic Requirements Committee February 20, 2024, in-person meeting and April 11, 2024, videoconference reports.** The Academic Requirements Committee reviewed and approved its February 20, 2024, in-person meeting and April 11, 2024, videoconference reports.
21. **Review of the committee roster and subcommittee appointments.** The Academic Requirements Committee reviewed the updated roster and appointed Andrea Webb, assistant athletics director for compliance and student success at California State Polytechnic University, Humboldt, to the Subcommittee on Progress-Toward-Degree Waivers and Academic Interpretations Subcommittee, effective immediately.
22. **Future scheduled meetings/videoconferences.**
 - a. September 3, 2024; videoconference, 1 to 4 p.m. Eastern time.
 - b. February 27, 2025; in-person meeting, Indianapolis.

Report of the NCAA Division II Academic Requirements

Committee Videoconference

June 4, 2024,

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Committee Chair:

Karen Hjerpe, Pennsylvania Western University, California

Staff Liaisons:

Jeremy Christoffels, Academic and Membership Affairs

Katelyn Skarr, Academic and Membership Affairs

Robert Turick, Research

NCAA Division II Academic Requirements Committee June 4, 2024, Videoconference	
Attendees:	
Carlin Chesick, Pennsylvania State Athletic Conference.	
Cathy Cox, Georgia College.	
Karen Hjerpe, Pennsylvania Western University, California.	
Scout Huffman, Texas Woman's University.	
Jason Jones, Catawba College.	
Liz Jorn, Truman State University.	
Danny McCabe, Adelphi University.	
Deborah Narang, University of Alaska Anchorage.	
Roberta Page, Slippery Rock University of Pennsylvania (Management Council chair).	
Krista Plummer, Northwood University.	
Ryan Quann, Goldey-Beacom College.	
Andrea Webb, California State Polytechnic University, Humboldt.	
Absentees:	
None.	
NCAA Liaisons in Attendance:	
Jeremy Christoffels, Katelyn Skarr and Robert Turick.	
Other NCAA Staff Members in Attendance:	
Jenny Collins, Terri Steeb Gronau, Doug Healey, Chelsea Hooks, Trey Jenkins, Maritza Jones, Sarah Overpeck, Christa Palmer and Angela Red.	



NCAA Division II Progress-Toward-Degree Waiver Subcommittee
Previously Approved Waiver Checklist
Revised: June 4, 2024

Background:

The intent of the following modifications to the existing progress-toward-degree waiver process is to reduce bureaucracy and permit the membership and NCAA staff to work more efficiently in limited circumstances. The waiver scenarios listed below are common circumstances where relief has traditionally been provided by staff if the student-athlete was otherwise on pace to meet the academic eligibility requirements when the unforeseen mitigation occurred.

Process:

An institution is only permitted to self-apply relief (waive an otherwise applicable progress-toward-degree or full-time enrollment requirement) if the institution's circumstances appear on the list of designated previously approved waivers and the circumstances satisfy the specified criteria established for the previously approved waiver. If an institution's circumstances do not appear on the list of previously approved waivers, or if the circumstances do not satisfy all established criteria for a previously approved waiver, the institution must submit a formal progress-toward-degree waiver application to the NCAA national office for consideration.

An institution that grants relief of NCAA legislation based on the specific, previously approved waiver circumstances listed below must maintain the documentation used to make the determination on campus. The list of previously approved waivers will be reviewed on an annual basis by staff.

Progress-Toward-Degree previously approved waiver scenarios:

Institutions seeking a progress-toward-degree waiver on behalf of a student-athlete for relief of NCAA Bylaws 14.4.3.2 (nine/eight credit hours earned per academic term), 14.4.3.2.1 (application of rule to transfer student), 14.4.3.3 (18/27 hours earned during regular academic year), 14.4.3.4 (24/36 annual credit hours earned) and/or 14.4.3.5 (2.0 minimum grade-point average), or institutions seeking a less than full-time waiver on behalf of a graduate student-athlete for relief of Bylaw 14.1.7.1.7.5 (practice or competition – graduate program) may self-apply relief (waive an otherwise applicable progress-toward-degree requirement or permit the student-athlete to enroll less than full time and have access to practice and competition) if the institution's circumstances appear on the list of designated previously approved waivers and the circumstances satisfy the specified criteria established for the previously approved waiver.

Institutions are expected to maintain documentation to demonstrate the identified criteria existed at the period of time to which the previously approved waiver is applied. Additionally, an academic recovery plan designed by the institution that demonstrates how the student-athlete's individual efforts, course schedule planning (including consideration of academics and athletics related time demands) and use of academic resources (including appropriate accommodations for any education-impacting disability) will allow them to overcome academic eligibility deficiencies. A reasonable academic recovery plan will also demonstrate that the student-athlete is likely to graduate within five years of initial full-time enrollment and should include term-by-term

scheduling of courses to the greatest extent possible. The plan must be signed by both the student-athlete and an institutional representative with academic oversight for the student-athlete.

If the institution or student-athlete fail to adhere to the academic recovery plan on file and it results in a future progress-toward-degree deficiency, the institution must submit a formal progress-toward-degree waiver application to the national office for consideration.

Personal hardships:

Death of an immediate family or team member:

1. The student-athlete experienced the death of an immediate family or team member during the academic year in which the deficiency occurs.
2. For purposes of relief in this scenario and others, immediate family member is defined as spouse, parent or legal guardian, child, sibling or domestic partner.

Diagnosis of terminal illness or hospitalization of immediate family or team member:

1. The student-athlete's immediate family member or team member was diagnosed and/or hospitalized with a terminal illness during the academic year in which the deficiency occurs.
2. Immediate family member is defined above.

Victims of inappropriate sexual behavior:

- The student-athlete was a victim of inappropriate sexual behavior during the academic year in which the deficiency occurred. Inappropriate sexual behavior includes, but is not limited to, sexual assault, sexual abuse, sexual misconduct or sexual violence.

Inpatient hospitalization:

- The student-athlete is hospitalized for a significant amount of time (e.g., two weeks) during the term or academic year in which the deficiency occurs.

Catastrophic events:

- The student-athlete experienced a loss due to a catastrophic event that occurred at the student-athlete's institution or in the student-athlete's hometown during the academic year in which the deficiency occurs. A catastrophic event as defined by the Federal Emergency Management Agency is "any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, damage, or disruption severely impacting the

population, infrastructure, environment, economy, national morale and/or government functions."

First academic deficiency:

Nontransfers experiencing their first academic deficiency:

1. The student-athlete is a continuing, nontransfer, undergraduate student.
2. The student-athlete has not previously had a progress-toward-degree deficiency.
3. The student-athlete's institution has an academic recovery plan on file that demonstrates that the student-athlete is able to graduate within five-years from initial full-time enrollment.
4. In cases of misadvisement, the institution must complete an institutional recovery plan and it must be kept on file.

Note: The self-applied waiver would waive all deficiencies if multiple deficiencies exist during the first progress-toward-degree deficiency (i.e., term-by-term, annual, grade-point average).

High achieving students:

Nontransfers with a 3.5 or above cumulative grade-point average:

1. The student-athlete is a continuing, nontransfer, undergraduate student that presents a cumulative grade-point average at or above 3.50 and on an academic track to graduate within five years of initial full-time enrollment.
2. Institution has on file an academic recovery plan that shows graduation within five years.
3. In cases of misadvisement, the institution must complete an institutional recovery plan and it must be kept on file.

Student-athlete entering final season/semesters/quarters of competition (credit-hour deficiencies only):

- The student-athlete is entering their final season, semesters, or quarters of competition and the following academic criteria are met for a credit-hour deficiency:
 - a. Certification that the student-athlete received a satisfactory grade in all degree-applicable courses during the academic year prior to the deficiency (two semesters or three quarters);

- b. Certification that the student-athlete is seeking to participate in their final season, semesters, or quarters of competition during the ensuing two semesters or three quarters;
- c. Documentation that the student-athlete will complete their degree at the end of the ensuing two semesters or three quarters;
- d. Documentation that the student-athlete meets or exceeds the cumulative grade-point average required for graduation in the student-athlete's degree program;
- e. Certification that the student-athlete had no prior progress-toward-degree deficiencies; and
- f. Evidence that demonstrates that it is reasonable to believe, based on the student-athlete's accelerated completion of their degree requirements, that the student-athlete will earn their degree within five years of initial enrollment.

Restrictive degree programs:

- The student-athlete is enrolled in a specific degree program that, due to course sequencing, offering limitations, catalog changes or a lack of course substitutions, has resulted in credit-hour deficiencies provided the following criteria are satisfied:
 - a. The student-athlete's failure to pass a course within the degree program, or attain a requisite grade-point average, did not inhibit their progression through the degree program or create the deficiency;
 - b. The student-athlete is completing their degree as outlined by the institution in its published policies and/or curriculum for the degree program; and
 - c. The student-athlete will graduate within the degree program's intended timeline.

Less than full time – graduate student-athletes:

Restrictive degree program for graduate students:

- The student-athlete is enrolled in a graduate program and due to course sequencing, is unable to enroll as a full-time student as defined by the institution for that specific graduate degree program. The following criteria must be satisfied:

- a. An academic authority outside of the athletics department confirms that the student-athlete is following the normal sequencing for all students enrolled in that specific graduate degree program; and
- b. The student-athlete will graduate within the graduate degree program's intended timeline.