



NCAA High School Review Committee

Policies and Procedures

(Committee)

2026-27

Table of Contents

Legislated Duties of the Committee	3
Committee Composition and Terms	3
Committee Member Responsibilities.	3
Resignation.	4
Selection of Committee Chair and Vice Chair.....	4
Ad Hoc Committee Members.	4
Conflict of Interest Policy.....	5
Speaking Agent Policy.....	5
Confidentiality.....	6
Ex Parte Communication.....	6
Quorum.....	6
Absences.....	6
Appeals.....	7
Recusal.	7
Revision of Policies and Procedures.....	7

Legislated Duties of the Committee

Applicable legislation:

- NCAA Division I Bylaws 14.1.2.2 and 21.9.4
- NCAA Division II Bylaws 14.2.8.1.1 and 8.10.4

The High School Review Committee (“HSRC”) shall have the authority to establish policies and procedures related to reviewing and determining the validity of any high school and any prospective student-athlete’s academic credentials. The review may result in a determination that a high school or a prospective student-athlete’s academic credentials shall not be used to meet initial-eligibility requirements. The committee’s policies and procedures shall be approved by the Division I Academics and Eligibility Committee and the Division II Academic Requirements Committee.

Committee Composition and Terms

The committee shall consist of nine members and shall be constituted as follows:

- One admissions officer of a Division I or Division II institution;
- One staff member of a Division I or Division II institution or conference office;
- One staff member of a Division I institution or conference;
- One representative from the Division II Academic Requirements Committee;
- Four representatives from the secondary-school community; and
- One member selected at large from either the secondary-school community or a Division I or II institution or conference office.

Committee members shall be appointed to one four-year term. A member’s term of service shall commence on the first day of July following appointment. A member may be appointed to one additional term. An individual who has served two terms may not be re-appointed. The term of service of the member serving on the Division II Academic Requirements Committee shall run concurrently with their service on that committee.

Committee Member Responsibilities.

1. Provide oversight and guidance to the Eligibility Center as it applies to the committee policies and procedures;

2. Thoroughly review all materials before each teleconference and be prepared to discuss and decide each appeal;
3. Be present and participate in all teleconferences and meetings;
4. Provide notice of inability to participate in a teleconference or meeting;
5. Recuse from cases when appropriate; and
6. Adhere to committee policies and procedures.

Resignation.

If a committee member resigns, the individual must provide written notice to the staff liaison. Thereafter, procedures to solicit and appoint a new member will be initiated, and a new committee member will be appointed.

Selection of Committee Chair and Vice Chair.

Nominations from committee members shall be solicited. The committee shall appoint the chair and vice chair based on a majority vote. Generally, the chair or vice chair shall serve in this capacity for the remainder of their term.

Responsibilities of the committee chair, or vice chair acting as chair, include:

1. Track academic-related issues and work with NCAA staff to strategically prioritize academic issues;
2. Oversee development of committee agendas;
3. Lead in-person and teleconference meetings, including appeal hearings;
4. Recommend to the appropriate committee that a member be replaced if not discharging duties.

Ad Hoc Committee Members.

The staff liaison(s), in consultation with the committee chair, may solicit interest and availability of an immediate past member to serve the committee as a non-voting ad hoc member for a period of up to two years immediately following their final term, provided their past service was completed in good standing. The committee shall approve the ad hoc member(s) by majority vote.

Responsibilities of ad hoc members include:

1. Support the incoming committee chair and vice chair as needed, if applicable.
2. Share expertise in committee discussions related to policies and procedures, as appropriate.

Conflict of Interest Policy.

The NCAA is a voluntary Association comprised of colleges, universities, conferences and other organizations, and governed through a membership-led committee structure. Within the governance structure, committee members must carefully balance their responsibilities to their respective institutions and/or conferences with the obligation to advance the interests of the Association, the division, or the sport, and ultimately enhance the student-athlete experience. While the fiduciary obligations of committee members to their own institution, their conference, and to the Association ordinarily are not in conflict, it is recognized that as a representative membership organization, committee members' fiduciary obligations are first to their institution, second to their conference, and third to the Association. NCAA committee service involves important ethical and moral obligations. Committee integrity is critical to the decision-making process and includes trust, confidentiality and honesty in all issues and aspects of service and representation. NCAA committee members shall disclose any conflict or potential conflict between their respective personal, professional, institutional, conference, or business interests and the interests of the Association that may affect or otherwise threaten such integrity, in any and all actions taken by them on behalf of the Association, for committee evaluation under this statement. In addition to any fiduciary obligation to their institution and conference, committee members also have a fiduciary duty to the Association not to use knowledge or information obtained solely due to service on that committee to the disadvantage of the Association during the term of committee service. Further, a committee member shall not participate in the committee's discussion or vote on any action that might bring direct or indirect personal financial benefit to the member or any organization (other than the member's institution or conference) in which the member is financially interested. A committee member should also not participate in a discussion or vote for which the member's institution or conference is to be accorded a special benefit beyond benefits shared with other institutions or conferences or is to receive a penalty or disqualification. A violation of either of the above rules by a member of the committee shall not invalidate the action taken by the committee if, following disclosure of the conflict of interest, the committee authorizes, ratifies or approves the action by a vote sufficient for the purpose, without counting the vote of the committee member with the conflict of interest, and the appropriate oversight body approves the action.

A committee member is responsible for advising the chair of any actual or potential conflicts of interest or obligations which he/she may have hereunder and should recuse him/herself from participating in proceedings, as may be warranted by this policy. Abuse of one's position as a member of a committee may result in dismissal from that position. Where such abuse appears evident, a committee member will be notified by the committee chair and will have the opportunity to present a rebuttal or details of the situation.

Speaking Agent Policy.

The president of the Association and the chair of the Executive Committee are the only individuals authorized to speak on behalf of the Association except as outlined below.

An individual representing a member institution or conference who speaks or opines on an Association issue only has the authority to express the view of that individual or the member institution or conference unless the individual has been designated by the Executive Committee of the Association as a speaking agent of the Association on that issue.

Committee chairs are hereby designated as speaking agents of their committees regarding issues within their committees' jurisdiction on which there is consensus, except that positions of advocacy on behalf of the committee or the Association to be communicated in writing or orally to persons or entities external to the Association must have prior approval by the NCAA Executive Committee or the president of the Association.

The president of the Association is hereby granted authority to designate additional speaking agents of the Association.

Confidentiality.

Committee members shall not communicate any information related to a specific review to anyone other than NCAA staff or other committee members. Under no circumstances shall information related to a high school's account or review case be communicated with any other person (e.g., media representative, parent, member institution, conference office). HSRC members shall refer all inquiries to the NCAA staff supporting the HSRC.

Ex Parte Communication.

In order to maintain the integrity of the high school review process, the influence of outside discussions and arguments should be kept to a minimum. Once an issue has been submitted to the committee for review, each committee member shall not discuss the issue with non-committee members (e.g., the public or the membership) prior to discussion by the committee.

Quorum.

There must be a quorum present to conduct an appeal. Quorum is defined as a simple majority of the HSRC present and voting, which means five (5) HSRC members are necessary for a decision.

Absences.

Appeals may be time sensitive; thus, the staff and committee will work in good faith to provide high schools with decisions as quickly as possible. It is imperative that all committee members are present on each teleconference. There may be times when a committee member is unable to participate on a teleconference due to other commitments or circumstances beyond their control. However, if those circumstances arise, it is the committee member's responsibility to inform the staff immediately, so an alternate call may be scheduled, if necessary.

Appeals.

The committee's determination shall be final, binding and conclusive and shall not be subject to further review by any other authority within the NCAA.

Recusal.

Member of the HSRC shall recuse themselves if directly connected in any way to the high school being considered (see Conflict of Interest Policy). The discretion for recusal is left to the HSRC member in consultation with the HSRC chair.

Revision of Policies and Procedures.

The HSRC shall review and update its policies and procedures from time to time as it deems necessary, in its discretion. If material changes are made, the policies and procedures will be provided to the Division I Academics and Eligibility Committee and the DII Academic Requirements Committee for approval.