



## Attestation of Compliance Overview and Frequently Asked Questions

**Who:** Divisions I and III chancellors, presidents, and directors of athletics.

**What:** An annual attestation of compliance.

**Chancellors and presidents** will attest that they understand the institutional obligations and personal responsibilities related to institutional control imposed by NCAA Constitution 1 E and Constitution 6.

**Directors of athletics** will attest that they understand the institutional obligations and personal responsibilities imposed by Constitution 1 E and Constitution 6 and that all athletics department staff members are aware of these institutional obligations and personal responsibilities imposed by the NCAA Constitution. Additionally, directors of athletics will attest that the policies, procedures and practices of the institution, its staff members and representatives of athletics interests are in compliance with the Association's legislation.

**Failure to complete** the attestation will subject the institution to removal from and/or ineligibility of individuals to serve on an NCAA board, council or committee. The institution also will be **ineligible** to enter a team or individual in any NCAA championship.

**When:** This year the attestation course will be released September 15. The course will need to be completed by October 15.

**Where:** The courses will be completed through the NCAA Learning Portal. Your schools' NCAA My Apps Administrator will give you access to the system and assign the course.

**Why:**

- Inclusion in the NCAA Constitution. The principle of internal control carries over into the new NCAA Constitution from the previous constitution. During its review of the NCAA Constitution during 2021-22, the NCAA Constitution Committee reaffirmed the association's commitment to the principle of internal control.
- Institutional Discretion. Institutions have the discretion to determine the best way to ensure their staffs are aware of their obligations.

### **NCAA Attestation of Compliance Requirement — Frequently Asked Questions**

**Question No. 1:** What if an institution does not have a president/chancellor or director of athletics during the time the attestation process is open?

**Answer:** The attestation must be signed by whoever is serving in that role (active or interim).

**Question No. 2:** If a new president/chancellor or director of athletics is hired by the institution after the attestation deadline, does that individual have to complete the attestation process?

**Answer:** Yes. The individual hired into the president/chancellor or director of athletics role must complete the attestation process within 30 days of the individual's start date.

**Question No. 3:** How long is the period of ineligibility for entrance into NCAA Championships and eligibility for staff and student-athletes to serve on NCAA committees?

**Answer:** The period of ineligibility extends into the next academic year until the attestation process is completed for the subsequent academic year.

**Question No. 4:** What happens if the attestation of compliance is not signed on time?

**Answer:** If the attestation is not signed before the deadline, the institution must report a violation to the NCAA enforcement staff.

**Question No. 5:** May an institution request a waiver of the attestation of compliance requirement?

**Answer:** Yes. The waiver must be filed before the attestation deadline. An institution requesting a waiver of the attestation of compliance requirement must follow the legislative relief waiver process for its division.

**Question No. 6:** How long will it take to complete the course?

**Answer:** The course should take between five and 10 minutes to complete.

**Question No. 7:** As an NCAA My Apps or NCAA Learning Portal administrator, where can I find instructions on how to assign the course and know if an attestation has been completed?

**Answer:** You may find job aids related to assigning the attestations and running completion reports on the [new attestation page on ncaa.org](#). Job aids on how to access the course for presidents/chancellors and directors of athletics are also located on the page.