A student-athlete may initiate the notification of transfer process by providing his or her institution with a written notification of transfer. Communication with the student-athlete cannot occur until the student-athlete is entered in the NCAA Transfer Portal.

A student-athlete's intent to transfer is communicated to a coach and/or athletic administrator.

It is the institution's responsibility to educate the student-athlete on the transfer process and institutional policies.

The institution must enter the student-athlete into the transfer portal within seven calendar days.

With the student-athlete's transfer portal entry, the student-athlete's notification of transfer is visible to other institutions.

The transfer portal includes the transfer tracer for institutions to enter the student-athlete's academic and athletic history.

The transfer tracer is necessary to evaluate the student-athlete's eligibility and is visible to compliance administrators.

Did the student-athlete decide to transfer?

**WITHDRAWN**
The student-athlete stayed at the current institution as a student-athlete.

**MATRICULATED**
The student-athlete transferred to another NCAA member institution.

**ACTIVE**
The student-athlete did not transfer to another NCAA member institution or stay at the current institution.

**STUDENT-ATHLETE TRANSFER PORTAL STATUS**

- CURRENT INSTITUTION'S RESPONSIBILITY TO WITHDRAW
- RECEIVING INSTITUTION'S RESPONSIBILITY TO MATRICULATE
- NO ACTION NEEDED