



**Self-Release - NCAA Division III**

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<b>For:</b>	Student-athletes.
<b>Action:</b>	Complete, sign and send this form to the director of athletics at institution where you wish to discuss a possible transfer.
<b>Authorized by:</b>	NCAA Division III Bylaw 13.1.1.2.2.
<b>Purpose:</b>	To grant NCAA Division III student-athletes the ability to contact other NCAA Division III institution's athletics department staff about a possible transfer.
<b>Period of Release:</b>	This self-release will be in effect 30 days from the date this document is signed.

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**NAME OF STUDENT-ATHLETE:** \_\_\_\_\_

Name of institution you wish to contact: \_\_\_\_\_

Use this form so that you may contact another NCAA Division III college's or university's athletics staff members (including coaches) about a possible transfer. This form does not allow you to contact athletics department staff members at NCAA Division I or II institutions.

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Bylaw 13.1.1.2 states that:

An athletics staff member or other representative of the institution's athletics interests shall not make contact in any manner (e.g., in-person contact, telephone calls, electronic communication, written correspondence) with the student-athlete of another NCAA four-year collegiate institution, directly or indirectly, without first obtaining authorization through the notification of transfer process or the self-release process.

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1. Completing this form gives you the ability to have contact with the athletics staff at another NCAA Division III college or university to discuss a potential transfer. It also gives another college or university permission to contact you. This form does not include any information about your academic or athletics eligibility; however, in order to be immediately eligible to compete at the new institution, you must have been academically eligible for athletics had you stayed at your current institution.
2. This form is effective for 30 days from the date of signature. While the form is effective, the new institution may contact you, or you may contact the new institution. If this is the first time you have sent this form to a particular institution, then that institution must preserve the privacy of this contact and any further communication. If you desire, this privacy can be waived by checking the box at the bottom of this form. At the end of the 30-day period, if you decide to transfer or want to continue engaging in recruiting conversations, you will need to complete the Division III educational module and then email your request for notification of transfer to your current institution.

3. If you decide not to pursue the transfer, the college or university you contacted is not allowed to notify your current institution of the contact at any time.
4. By signing this form, you agree that you permit the named college or university to contact you for a 30-day period from the date this document is signed. **Institutions in receipt of this form are not allowed to notify your current institution of this release, unless:**
  - a. You have granted permission for that notification to occur by checking the box on the bottom of this form;
  - b. You notify the institution in receipt of the form that you have decided to transfer to that institution; or
  - c. You have requested written notification of transfer.

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*Signature of Student-Athlete*

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Date

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Preferred name and/or nickname of student-athlete

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Name (please print)

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Name of current institution.

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Sport(s) of interest

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Contact information (telephone number, email address or physical address)

- Check this box if this is the first release issued to this institution.
- Check this box if you give the named college or university permission to notify your current institution of this self-release during the 30 days this form is effective.

**What to do with this form:** Sign and send this form to the director of athletics at the college or university you would like to contact about a possible transfer. You may send this form via facsimile, email, or standard mail, but the form must include a signature. If this form is emailed, it still must be fully signed prior to delivering by email in order to be effective.

**This form is to be kept in the director of athletics office for six years.**