



NCAA Division III Waiver Tip Sheet

The NCAA academic and membership affairs staff frequently receives questions regarding the correct waiver case type. While staff can change incorrectly submitted case types, the institution still must resubmit the waiver and may be required to submit additional information based on the new case type. This additional step delays the waiver review process and an institution's receipt of a staff decision. This document is meant to serve as a guide for the most common waiver situations.

Which waiver do I need to file?

Correct Requests/Self-Reports Online Case Types and Scenarios
<p>Extension of Eligibility Waiver.</p> <ul style="list-style-type: none">• Student-athlete needs a 10-semester/15-quarter extension.
<p>Legislative Relief Waiver.</p> <ul style="list-style-type: none">• Student-athlete is unable to participate due to participation in organized competition prior to initial collegiate enrollment.• Student-athlete is unable to use a transfer exception.• Student-athlete is unable to participate due to being enrolled less than full-time.• Student-athlete is unable to participate as a postbaccalaureate or graduate student.• Any other request of relief from the legislation not mentioned. <p>*Note: Please review the DIII Management Council Subcommittee for Legislative Relief Information Standards, Guidelines and Directives to see if your assertions for waiver relief require specific documentation and satisfy established waiver criteria for an approval.</p>
<p>Membership Requirements Waiver.</p> <ul style="list-style-type: none">• Institution is unable to attend NCAA Convention (annual) or the NCAA Regional Rules Seminar (once in three years) due to unusual circumstances.• Institution or Conference seeks an extension of the deadline for completing the Institutional Self-Study Guide or Conference Self-Study Guide due to extenuating circumstances.• Institution with enrollment of less than 1,000 undergraduate students failed to sponsor at least five men's and five women's sports for reasons beyond the institution's control.

- Institution with enrollment of more than 1,000 undergraduate students failed to sponsor at least six men's and six women's sports for reasons beyond the institution's control.
- Institution failed to sponsor at least three men's and three women's team sports for reasons beyond the institution's control.
- Institution failed to sponsor at least one sport per gender in each sport season (fall, winter, spring) for reasons beyond the institution's control.
- Institution is a single-gender institution transitioning to a coeducational institution and seeks a three-year waiver of minimum sports sponsorship requirements for the recently added gender.
- Any other request for relief from the legislation in Bylaw 20.

Progress-Toward-Degree Waiver.

- Student-athlete is unable to use a transfer exception because the student-athlete did not meet applicable progress-toward-degree requirements at the previous Division I or II NCAA institution.

Hardship Waiver

- Student-athlete would like to regain a season of participation because the student-athlete competed limitedly and suffered an incapacitating injury or illness in the first half of the season.
- Institutions that are members of a conference file this waiver first with the conference office and may appeal the decision to the NCAA staff if the waiver is denied.
- Independent institutions file hardship waivers directly through RSRO to be reviewed by NCAA staff.

Season of Competition/Participation Waiver.

- Student-athlete would like to regain a season of participation because the student-athlete competed limitedly while eligible and extenuating circumstances (other than injury or illness to the student-athlete) occurred that prevented the student-athlete from completing the season (e.g., life-threatening injury or illness sustained by immediate family member, extreme financial difficulties, dropped sport).

Reminder: Case precedent (from the past three years) for cases submitted through RSRO can be found in RSRO by using the search tab. Case precedent searches conducted in Legislative Services Database for the Internet (LSDBi) will not return any results.

***Note:** NCAA Division III Management Council Subcommittee for Legislative Relief Information Standards, Guidelines and Directives can be found at the following link: <http://www.ncaa.org/compliance/waivers/legislative-relief-waivers>

RSRO Online Training - Assistance in Submitting a Waiver: Click on the following: http://s3.amazonaws.com/ncaa/web_video/d3/articulate/rsro-training/story_html5.html

Which NCAA staff will process the waiver and who should I call if I have questions about a waiver before I submit through RSRO?

Case Type(s)	NCAA Staff Responsible for Processing Case Type	Contact Phone Number
Extension of Eligibility, Hardship and Season of Participation	AMA Student-Athlete Reinstatement (SAR) Team	317-917-6003 Ask to speak to a member of the Student-Athlete Reinstatement team.
Legislative Relief	AMA Division III Team	317-917-6003
Membership Requirements	AMA Division III Team	317-917-6003 Ask to speak to a liaison for the Division III Membership Committee.
Progress-Toward-Degree	AMA Student-Athlete Academic Waiver (SAAW) Team	317-917-6003 Ask to speak to a member of the Student-Athlete Academic Waiver team for the applicable division (I or II).
For waivers not referenced in the chart above.	AMA Division III Team	317-917-6003