

Helpful Reminders For Completing Eligibility Form

1. The FCCAA has different rules, policies, and requirements from those of the NJCAA. Make sure you know what they are, and if you are not sure, contact the NJCAA or one of the FCCAA Athletic Commissioners/Region VIII Directors.
2. Eligibility forms must be postmarked on or before the first regularly scheduled contest or twenty-one (21) calendar days after the beginning of the term in which the sport begins.
3. A GPA is never “rounded off”. Example: 1.99 is not rounded off to a 2.0. It is a 1.99.
4. When computing quarter hours to semester hours, multiply all hours attempted, hours passed, and quarters by $\frac{2}{3}$ or .666.
5. When computing semester hours to quarter hours, multiply all hours attempted, hours passed, and the semesters by $1\frac{1}{2}$ or 1.5.
6. Under FCCAA Policy, the 1.75 GPA is only acceptable for the students first full-time enrollment. Thereafter, a student must earn at least a 2.0 GPA each term of full-time enrollment.
7. “Once a transfer, always a transfer.” If you use credits from other colleges to compute eligibility, the student is a transfer, listed in Category #3, and must be identified in Column #4 each term (not just the first term) they participate. Official transcripts are required the first term of reporting only. Thereafter, he/she should be identified on the back of the form along with the term of first reporting.
8. Delayed Enrollment Non-College Attendance: You should explain in detail any differences between Column #2 and #5 and/or part-time enrollment. After you first identify and explain, you must identify these each succeeding term, noting the term of original explanation. Detailed explanation is required the first term of reporting only.
9. All correspondence regarding eligibility should be sent to both the NJCAA National Office and the appropriate Region VIII Director.

NJCAA Office of Eligibility: PO Box 7305 Colorado Springs, CO 80933-7305

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