|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **School:** |  | **Submitted by:** |  |  |  |  |
|  |  |  | **(transfer contact)** |  |  |  |

**ROPSSAA TRANSFER AND ELIGIBILITY POLICY APPEAL FORM**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date of Application to ROPSSAA** (please circle one) | Fri. Sept. 14 | Fri. Sept. 28 | Fri. Oct. 26 | Fri. Nov. 16 | Fri. Dec. 7 | Fri. March 1 | Fri. March 22 | Fri. May 3appeals to ROPSSAA only |
| **PART A - STUDENT INFORMATION** (Please print) |  |  |  |  |  |  |
| Applicants Name: |  | Birth date |  |  |  |
|  | Last First |  | Month / Day / Year |

**Residences:** List **ALL** addresses used **DURING HIGH SCHOOL** together with occupancy dates. In each circumstance indicate who the applicant was living with.

|  |  |  |
| --- | --- | --- |
| **PRESENT ADDRESS** | **DATE IN** | **LIVING WITH** **Print actual name(s) and relation.**  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  # Street Apt# City/Town \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postal Code Home Tel. # | day/month \_\_\_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_\_\_ |  |
| **PREVIOUS ADDRESSES (to account for all addresses while attending high school - address must be provided in order of calendar year most recent to least recent)** | **DATE IN** | **DATE OUT** | **LIVING WITH** **Print actual name(s) and relation.**  |
| (1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # Street Apt# City/Town \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postal Code Home Tel. # | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ |  |
| (2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # Street Apt# City/Town \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postal Code Home Tel. # | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ |  |
| (3) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # Street Apt# City/Town \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postal Code Home Tel. # | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ |  |
| (4) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ # Street Apt# City/Town \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postal Code Home Tel. # | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ | month \_\_\_\_\_\_\_\_year \_\_\_\_\_\_\_\_\_\_ |  |
|  |  |  |
| **PRESENT HIGH SCHOOL** |  | **DATE OF ENTRY** | month \_\_\_\_\_\_\_\_\_\_\_ | day \_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |  |  |
|  |  |  | year \_\_\_\_\_\_\_\_\_\_\_\_\_ | semester \_\_\_\_\_\_\_\_\_\_ |
| **PREVIOUS HIGH SCHOOLS(list ALL high schools attended in reverse order)** | **DATE OF ENTRYMonth / Day / Year** | **T / S** |  **SCHOOL - CITY, PROV., COUNTRY** |
| (1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ month day year | \_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| (2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ month day year | \_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| (3) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ month day year | \_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Month and year of entry into Grade 9:** |  | **# of credits earned as of last June:** |  | **# of credits earned Semester I this year if applicable:** |  |

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|  |  |
| --- | --- |
| Applicants Name: |  |

Sports played at the HIGH SCHOOL INTERSCHOOL LEVEL during 12 months prior to transfer (if NONE indicate):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Alpine Skiing | Archery | Badminton | Basketball | Baseball |
| Cricket | Cross Country Running | Curling | Field Hockey | Flag Football |
| Football | Golf | Ice Hockey | Lacrosse | Nordic Skiing |
| Rugby | Soccer | Fast-pitch Softball | Slo-pitch Softball | Swimming |
| Table Tennis | Tennis | Track and Field | Ultimate Frisbee | Volleyball |
| Wrestling | NONE |  |  |  |

**STUDENT'S RATIONALE FOR ELIGIBILITY: (PLEASE PRINT CLEARLY. Use a separate paper if necessary).**

|  |
| --- |
|  |
|  |
|  |
|  |

There are 11 sections under which an applicant may apply to be eligible for interschool competition. Select **ONE** of the 11 sections **ONLY** (1 box).

Before determining the section of the Transfer Policy under which your appeal will be made, read the entire Policy carefully so as to ensure that you are appealing under the appropriate section and that you are able to provide the documentation required.

Every student who has been registered as a transfer from another high school (anywhere) within the previous twelve (12) months is ineligible for all ROPSSAA and OFSAA-sanctioned events, unless he/she appeals and is deemed eligible by the ROPSSAA and/or OFSAA Board of Reference Transfers.

|  |  |  |
| --- | --- | --- |
|  | (a)(i) | There has been an accompanying change in permanent residence by the student and his/her immediate family to the designated school from any system (public, catholic, independent) according to school board boundaries (or is the closest school in the student's choice of school system to the student’s home if no school boundaries exist). |
|  |  |
|  |  | Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction. The student and his/her immediate family must completely and permanently move from the former residence. The student must provide evidence/documentation confirming that they are residing in a new permanent residence, and evidence/documentation confirming that they have completely and permanently moved from the former residence (see Note 8). |
|  |  |
|  | note: must provide **ONE** of the following pieces of documentation to support this appeal (indicate proof provided)  |
|  |  |  |  |
|  |  |  | telephone and/or utility service operative at the new residence  |
|  |  |  |  |
|  |  |  | real estate documents indicating and verifying a change of residence (e.g., sale and purchase agreement) |
|  |  |  |  |
|  |  |  | parents/court-appointed guardians' property tax bill listing the new residence |
|  |  |  |  |
|  |  |  | insurance slip for home and auto insurance |
|  |  |  |  |
|  |  |  | school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student (date of entry for the sibling(s) must be prior to **current** school year) |
|  |  |  |  |
|  |  | **AND** proof of legal guardianship if living with someone other than mother and father included  |  | YES |  |  |
|  |  |  |  |
|  | Note: any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence. |
|  |  |

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|  |  |
| --- | --- |
| Applicants Name: |  |
|  |  |
|  | *(a)(ii)* | *The student has transferred to an Ontario school from outside Canada or outside the United States and is attending the designated school in their choice of system (Public, Catholic or Independent) according to school board boundaries; or is attending the closest school in the student’s choice of system to the student’s home if not school boundaries exist; or is attending a school assigned by the board.* |
|  |  |
|  |  |
|  |  |  |
|  | (a)(iii) | The student has transferred as a result of the closure of his/her former school and is attending the school designated by the School Board. |
|  |  |  |
|  | (b)(i) | The student did not participate in any sports at the interschool level for twelve months prior to the date of transfer.**Note:** Students in their first year of grade 9 may not apply under this section. |
|  |  |  |  |  |  |  |
|  |  | written confirmation from one of the following at the previous school must be included |
|  |  |  |
|  |  | Principal Vice Principal PHE Head Athletic Contact Transfer Contact |
|  |  |  |
|  |  |  |
|  | (b)(ii) | The student accepts his/her ineligibility under the Transfer Policy, but requests eligibility for the sports he/she did not participate in at the interschool level for the twelve months prior to the date of transfer. |
|  |  | **Note:** Students in their first year of grade 9 may not apply under this section. |
|  |  |  |  |  |  |  |
|  |  | written confirmation from one of the following at the previous school must be included |  |  |  |  |
|  |  |  |
|  |  | Principal Vice Principal PHE Head Athletic Contact Transfer Contact |
|  |  |  |
|  | *(b)(iii)* | *The student transferred to another school for a period of less than one school year and is returning to the school he/she attended prior to the transfer. The student must not have participated in any sports at the interschool level while attending the other school.*  |
|  |  |  |  |  |  |  |
|  |  | *written confirmation from one of the following at the previous school must be included* |  |  |  |  |
|  |  |  |
|  |  | *Principal Vice Principal PHE Head Athletic Contact Transfer Contact* |
|  |  |  |
|  | (c)(i) | The student **has been placed** in a school by an I.P.R.C. (Identification, Placement and Review Committee) decision. The Transfer and Eligibility Committee shall require and receive a letter from the principal of the school from which |
|  |  | the student has transferred, stating the reason for the placement of the student by I.P.R.C. |
|  |  |
|  |  | note: application under this section requires proof of **EACH** of the following |
|  |  |  |
|  |  |  | timetable |  | transcript |  | IPRC letter |  |  |  |
|  |  |  |
|  |  |  |
|  | (c)(ii) | The student has transferred from an Independent school to a Public or Catholic school as a result of an educational exceptionality which the independent school was unsuccessful in accommodation. In such cases, the student was unable to access the I.P.R.C process. |
|  |  |
|  |  |
|  |  |  |
|  |  | note: application under this section requires proof of **EACH** of the following |
|  |  |  |
|  |  | a psycho educational assessment diagnosing an education exceptionality |
|  |  |  |
|  |  | documentation from the Independent school demonstrating the strategies used to attempt to accommodated the educational exceptionality |
|  |  |  |
|  |  | documentation from the receiving school confirming additional and/or new methods being provided to accommodate the educational exceptionality, which were not being provided at the sending school. |
|  |  |  |
|  |  |  |
|  | (d)(i) | The student has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. The appeal must be accompanied by documentation from the sending school’s administration and/or independent sources to confirm the exceptional reason. *The student must attend the next closest school (of their choice of school system) to their home residence.* |
|  |  |  |
|  |  | Note: application under this section requires proof of **EACH** of the following. |
|  |  |  |
|  |  |  | timetable |  | transcript |  | letters of explanation/support |  |  |
|  |  |  |

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|  |  |
| --- | --- |
| Applicants Name: |  |

|  |  |  |
| --- | --- | --- |
|  | d(ii) | The student has changed residence to live with a custodial parent for exceptional personal reason or the student has changed residence to live with a new court-appointed legal guardian for exceptional personal reasons. Documentation showing that there was just cause for the move must accompany the appeal. *The student must attend the next closest school (of their choice of school system) to their home residence.* |
|  |  |
|  |  |  |
|  |  | Note: application under this section requires proof of **EACH** of the following. |
|  |  |  |
|  |  |  | timetable |  | transcript |  | court order |  | letter of explanation/ |  |  |
|  |  |  |  |  |  |  | (if applicable) |  | support |  |  |
|  |
|  |  | **AND ONE** of the following pieces of documentation to support this appeal is required |
|  |  |  |  |
|  |  |  | telephone and utility service operative at the new residence  |
|  |  |  |  |
|  |  |  | vehicle registration listing the new residence |
|  |  |  |  |
|  |  |  | real estate documents indicating and verifying a change of residence (e.g., sale and purchase) |
|  |  |  |  |
|  |  |  | parents/court-appointed guardians' property tax bill listing the new residence |
|  |  |  |  |
|  |  |  | insurance slip for home and auto insurance |
|  |  |  |  |
|  |  | **AND** proof of guardianship if living with someone other than mother and father included |  | YES |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | (d)(iii) | The student has transferred to remove him/herself from an abusive home environment. Documentation detailing the abusive situation shall be provided by the applicant from the sending school, psychologists, social worker, medical doctor or police, as the case may be. (All documentation will be reviewed respecting confidentiality). *The student must attend the next closest school (of their choice of school system) to their home residence.* |
|  |  |
|  |  |  |
|  |  | note: application under this section requires proof of **EACH** of the following |
|  |  |  |  |  |  |  |  |
|  |  |  | timetable |  | transcript |  | letter(s) of explanation/support |
|  |  |  |
|  |  |  |
|  | (d)(iv) | The student has transferred due to the fact that the student was the victim of bullying and after attempts to resolve the issue the sending school agreed that it was in the best interest of the student to transfer schools. *The student must attend the next closest school (of their choice of school system) to their home residence.* |
|  |  | The appeal must be accompanied by the following: |
|  |  |  |
|  |  | note: application under this section required proof of the following |
|  |  |  |
|  |  |  | a letter from the sending school’s administrator AND/OR Superintendent in support of the transfer |
|  |  |  |
|  |  |  |
|  | (d)(v) | The student has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: information regarding change in tuition fees; documentation regarding family requests for bursary assistance to meet financial hardship; documentation regarding significant changes in the financial situation of the family; and confirmation that the student will be attending the designated school in their home catchment area. *The student must attend the next closest school (of their choice of school system) to their home residence.* |
|  |
|  |  |
|  |  |  |
|  |  | note: application under this section requires proof of **EACH** of the following |
|  |  |  |
|  |  |  | timetable |  | transcript |  | letter(s) of explanation/support |
|  |  |  |
|  | (e) | The student has transferred schools and accepts his/her ineligibility to participate on any OFSAA eligible team. The student would be eligible to participate on any team that cannot participate in any OFSAA sanctioned event. Should the student wish to compete in a sport that has the potential to qualify for OFSAA, they must be approved under any other category of the Transfer Policy. |
|  |
|  |  | note: OFSAA eligible team is defined as any junior, senior tier one and varsity level team that could advance or have players called up to represent their school at OFSAA. |

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**Notwithstanding any of the above, no student may participate in the same sport for more than one school in the same league or municipality in the same school year unless the student is ruled eligible by the ROPSSAA Transfer and Eligibility Committee or the OFSAA Board of Reference under subsection (a) of the Transfer Policy. Participate means competing in exhibition games and invitational tournament/events, not just league play.**

**Notes:**

1. Once a student has changed schools he/she is considered a transfer student and even if he/she returns to a school, he/she must comply with the Transfer Policy.

2. The word “participate” in section (b) of the Transfer Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events not just league play.

3. The Transfer and Eligibility Committee **will not consider** as reasons for transfer:

(i) the relative ranking of schools or the differences in delivery of courses with the same Ministry course codes;

(ii) that a sport or team is no longer offered at the previous school

4. Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous 12 months from their date of entry into the new school.

5. Students who attend an alternative school or alternative school program (i.e. PAS schools, Continuing and Adult Education, Archbishop Romero) who are returning to the school they attended prior to the alternative school or alternative program, are not considered transfer students provided they did not play sports while at the alternative school or alternative program.

6. Out of province and out of country exchange students are not considered transfer students and are eligible for all sports.

7. Students transferring from other provinces, states or countries are ineligible if they have graduated from high school or equivalent, or if they have used their years of eligibility in the province, state or country from which they are transferring. This does not apply to students who have graduated in the previous school year from secondary school in Quebec, provided they meet one of the criteria for eligibility in sections a-d of the transfer policy.

8. Driving distance shall be used to determine the closest school to a student’s home residence.

9. When applying under section (a) (i), the student must provide evidence/documentation confirming that he/she and their immediate family are residing in a new permanent residence and that they have completely and permanently moved from the former residence. When applying under section d (ii) of the policy the student must provide evidence/documentation confirming that they are residing in a new legal residence. In both cases such evidence/documentation may include:

* telephone and utility service operative at the new residence:
* telephone and utility service disconnected at the former residence;
* real estate documents indicating and verifying a change of residence (e.g., sale and purchase);
* parents/court-appointed guardians' property tax bill listing the new residence:
* insurance slip for home and auto insurance;
* school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student;
* any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

*10. Prep/elite teams fall into two categories:* ***a school prep/elite team*** *and a* ***non-school prep/elite team****. A school prep/elite team is a team that represents the school in competition and/or is under the oversight of the school administration. If a student participates for a* ***school prep/elite team****, and then the student transfers schools, he/she may not apply under section b(i), and he/she is considered to have participated in the prep/elite team sport at the interschool level if apply under b(ii).*

To the best of my knowledge the above information is accurate. Any student submitting falsified information on this form will be deemed ineligible for twelve (12) months from the date of the ROPSSAA/OFSAA appeal.

**Note: Production of evidence/documentation described above does not guarantee eligibility.**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Student |  | Signature of Transfer and Eligibility Contact |
|  |  |  |
| Print Name of Parent/Guardian and relationship to applicant |  | Signature of School Principal or Vice Principal |
|  |  |  |
| Signature of Parent/Guardian |  | Print Name of Principal or Vice Principal (above) |