

NCAA REQUIREMENTS FOR STUDENT-ATHLETES

NCAA ELIGIBILITY REQUIREMENTS

1. To be eligible to participate in organized practice and competition.

- a. A student-athlete must be enrolled in 12 semester hours or more as a regularly admitted undergraduate, if they drop below 12 they become immediately ineligible. If dropping a class will put them with less than 12 credits, please have them add a class first, then drop the class. They cannot be classified as a "special" student at BSU and be eligible for practice and competition.

Exceptions:

Competition in final semester or quarter. [DI/DII] May compete if enrolled less than full time during the student-athlete's final semester or quarter of their undergraduate degree program. Institution must certify that student-athlete is carrying credits necessary to complete degree requirements.

Competition while enrolled in graduate program. [DI/DII] A student-athlete who is enrolled in a full-time graduate program needs to carry the amount of credit hours as defined by the institution to be considered full-time.

Eligibility for competition between terms. [DI/DII]

- Registered full time at the conclusion of the term immediately before the date of competition (continuing enrollment).
 - Accepted for enrollment as a regular full-time student for the term immediately after the date of competition (initial or continuing enrollment).
- b. The student-athlete **MUST** have final transcripts from previous schools attended, reviewed, and evaluated with our admissions office. This includes their final high school transcript and any other post-secondary institutions attended.

2. General rules to maintain eligibility, satisfactory progress requirements:

- a. The student-athlete must complete an average of 12 semester hours during each of the previous academic terms in academic years in which the student-athlete has been enrolled full-time, or
- b. The student-athlete must complete 24 semester hours of academic credit since the beginning of the previous fall term. If a student-athlete passes 18 or more credits during the traditional academic year, he/she may use up to six semester hours from the summer terms to count toward the 24 required hours.

Exceptions: One time during a student-athlete's entire period of collegiate enrollment the missed term exception may be used to prorate 12 hours per term in order to meet "12/24" under the averaging method only if:

- Student-athlete must miss a complete term or consecutive terms during an academic year.
- Student-athlete must have been eligible for enrollment during the absence.

- At the time of certification, the student-athlete must have fulfilled progress-toward-degree requirements for the terms in which the student-athlete was in attendance.
- Cannot use this exception during the first academic year in residence to maintain eligibility in second year.
- Hours earned while enrolled part time during a missed term cannot be counted in meeting PTD requirements.

Midyear Enrollee Exception:

Prorate at 12 units per term during the initial academic year of attendance for student-athletes entering midyear. To be used while certifying under actual method only.

[Note: Midyear transfers trigger progress toward degree and must earn 24 or 36 credits prior to the next academic year even though they have only been enrolled one term at the certifying institution.]

Medical Absence Waiver

Prorate 12 units per term during an academic year when a student-athlete misses a term or is unable to complete a term as a full-time student as a result of an injury or illness.

Injury must be suffered by student-athlete or immediate family member.

Only for relief of six hour and for actual method.

- c. No credits from courses numbered 0800-0899 may be used to fulfill graduation requirements. Any 0900-0999 level courses count toward meeting the satisfactory requirements **only during a student-athlete's first year of enrollment and up to a maximum of 4 semester hours taken.**

NCAA Division I - Remedial, Tutorial or Noncredit Courses

- Restricted to counting six hours of remedial credits toward the credit hour requirements.
- Only count toward the six, 18 and 24 hour requirements if completed during the first academic year of enrollment.
- Generally, these courses are not applicable toward the baccalaureate degree and would not be included in percentage-of-degree calculations.
- If student-athlete is required to take more than six hours of these types of courses, they may not be included in counting toward the credit hour requirements.

NCAA Division II – Remedial, Tutorial or Noncredit Courses

Remedial, tutorial or noncredit courses may be used by the student to satisfy the minimum academic progress requirement only if they meet all of the following conditions:

- The courses must be considered by the institution to be prerequisites for specific courses acceptable for any degree program;
- The courses must be given the same weight as others in the institution in determining the student's status for full-time enrollment;
- Noncredit courses may not exceed the maximum institutional limit for such courses in any baccalaureate degree program (or the student's specific baccalaureate degree program once a program has been designated); and
- For those students first enrolled in the certifying institution beginning with the 1986-87 academic year, the credit in such courses shall not exceed 12 semester or 18 quarter hours, and the courses must be taken during the student's first academic year of collegiate enrollment.

- d. **Effective for Spring 2006 semester and thereafter, a student-athlete must have passed six credits in the previous full time regular academic term in order to be eligible for competition the subsequent term. This rule applies to fall and spring semesters only, summer is not included, nor can it be used to help satisfy the requirement.**
3. Additional rule for student-athletes entering their 5th semester of full time enrollment (This includes any semester of full time enrollment, not necessarily all at the same institution):
 - a. The student-athlete is required to have designated a program of studies and from that point, the credits used to meet satisfactory progress requirements listed above, must be degree credited toward the student's designated degree program.
 - b. **Change of Degree.** [DI/DII] Academic authorities must document a change of degree. A student-athlete who is permitted to change his or her designated degree program during the term in accordance with institutional policy may use the degree credits he earned during that term toward the degree previously sought or toward the new desired degree for satisfactory progress purposes. Credits earned before the change count toward the previous degree program. Credits earned after the change count toward the new degree program.

Financial Aid Requirements

Federal and State financial aid regulations require that all full-time and part-time students maintain satisfactory academic progress toward the completion of a program of study to receive financial aid. Failure to meet any one of the three standards below will result in the cancellation of all Federal Title IV and State aid programs. Programs covered by this policy include Federal and State Work-Study, loans, grants, scholarships, and athletic grants.

Satisfactory academic progress measures a student's progress toward the completion of a particular degree or licensure program at Bemidji State University. Programs for which aid is awarded include associate degree, baccalaureate degree, master's degree, and teacher licensure programs.

A student's progress is determined three times each year after Fall, Spring, and Summer Semester grades are recorded. Failure to meet a standard at the end of a semester will result in the cancellation of all future aid. Please note the appeal and reinstatement procedures later in this policy. All prior terms of attempted enrollment are considered in determining satisfactory academic progress regardless of whether aid was awarded for the term.

Minimum Satisfactory Academic Progress Standards

I. Grade Point Average

A student is expected to follow the institution's cumulative grade point average, probation, suspension, readmission policies, and decisions by the Student Program and Admission (SPA) Committee; until 64 (inclusive) semester credits are attempted. A student with 65 or more attempted credits, including transfer credits accepted by BSU, must have a 2.00 cumulative GPA to receive financial aid. A student who is below the 2.00 GPA standard may be admitted to BSU and permitted to attend classes, but may not be

eligible for State and Federal financial aid. If ineligible for State and Federal aid, they are also ineligible for their athletics scholarship.

Grades. Satisfactory academic progress is determined by measuring paid credits attempted with a grade of A, B, C, D, P, or S. Grades of F, W, I, N, U, NP, and IP are not considered satisfactory passing grades. Withdrawing from classes after the Free drop period does not reduce the credits attempted when determining satisfactory progress. A student may not receive aid for audited classes (AU grade). All remedial and developmental courses at BSU are for credit and grades in these courses are considered when determining satisfactory academic progress for financial aid. A graduate student must maintain at least a B average (3.00 cumulative GPA) to be continued on aid.

The more strict GPA requirement between the institution and NCAA applies for Divisions I & II

NCAA Division II – GPA Requirements

- Must present cumulative grade-point average at time of certification.
- Based on semester or quarter hours earned. For example, pursuant to institutional policy, if a student-athlete attempted 24-semester hours, but only earned 21-semester hours (including all credit hours that are accepted and appear on the student-athlete's transcript at the certifying institution), he or she is not yet subject to the minimum grade-point average requirement of 1.800.
- If an institution requires multiple minimum grade-point averages for graduation (e.g., cumulative, major, institutional), a student-athlete must fulfill the required minimum grade-point average for progress-toward-degree requirements using only the cumulative grade-point average.
- Grade-point average requirements.
 - Completion of 24/36: 1.800.
 - Completion of 48/72: 1.900.
 - Completion of 72/108: 2.000.
 - Completion of 96/144: 2.000.

II. Percentage Of Credits Completed

Bemidji State University uses cumulative credits successfully completed, divided by credits attempted at BSU to measure a student's completion percentage.

Minimum completion of 67%. To remain eligible for financial aid, a student is required to progress toward the completion of an academic program by successfully completing 67% of all credits attempted at BSU. Attempted credits include classes completed with a satisfactory grade, classes with no grade, withdrawal, or incomplete grades, and failed classes.

III. Division I Progress-Toward-Graduation Benchmarks

- 24/36 hour requirement.
 - Must complete a 24 semester or 36 quarter hours of academic credit prior to the start of the student-athlete's second year of collegiate enrollment.
 - Credits can be applicable to any degree.
- Percentage-of-degree requirements.
 - Must complete the following percentage of the designated degree prior to the start of the noted year of enrollment [Based on full-time terms]:
 - Prior to start of third year -- 40%.

- Prior to start of fourth year -- 60%.
- Prior to start of fifth year -- 80%.

Division I Percentage-of-Degree Calculation

$\frac{\text{Degree-applicable hours earned}}{\text{Degree hours required for graduation}} = \% \text{ of degree}$

Division I Percentage-of-Degree Calculation

For example: Degree program -- 120 credit hours required for graduation.

- 40% degree = 48 degree-applicable hours.
 - Student-athlete should have 60% of degree remaining. (72 hours)
- 60% degree = 72 degree-applicable hours.
 - Student-athlete should have 40% of degree remaining. (48 hours)
- 80% degree = 96 degree-applicable hours.
 - Student-athlete should have 20% of degree remaining. (24 hours)

Division I Progress-Toward-Graduation Benchmarks

GPA requirements.

Must present the following GPA prior to the start of the noted point of enrollment and any subsequent terms:

- Prior to the start of second year -- 90% of GPA required for graduation.
- Prior to the start of third year -- 95% of GPA required for graduation.
- Start of fourth year and beyond -- 100% of GPA required for graduation.

Division I GPA Requirement

GPA requirement is based on minimum GPA required for graduation.

If minimum GPA is 2.0, then the following standards are required prior to the noted terms:

- Prior to third semester or fourth quarter: 1.8 GPA.
- Prior to fifth semester or seventh quarter: 1.9 GPA.
- Prior to seventh semester or tenth quarter: 2.0 GPA.
- Once student-athlete is responsible for meeting a specific GPA, he/she must meet that same GPA requirement each term until the next benchmark is reached.

Division I Eligibility for Postseason Competition Between Terms

- Must earn six hours in preceding regular term.
- Institutions must certify student-athletes have met requirement within 14-business days from date of last final exam.
- If postseason event occurs within the 14-business day period and grades from the most recent term are not available. Certification for eligibility is based on the previous academic term.

IV. Maximum Time Frame For Receiving Aid

The maximum allowable time frame for a student to complete an academic program without being terminated from financial aid is specified on the reverse side.

Credits attempted at BSU and credits accepted from other institutions are counted for determining this standard. A student who reaches or exceeds the maximum number of credits listed on the reverse side will have aid terminated at the end of that semester.

Undergraduate Program:	Maximum Semester Credits
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First baccalaureate degree	192
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Second baccalaureate degree, associate degree, certification or licensure program	96
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Graduate Program:	
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First master's degree	48
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Second master's degree of certification	24
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Federal regulations specify that the institutions must measure progress toward the completion of a student's academic program regardless of whether the student received financial aid for the terms and credits measured. A student may change majors, add a minor, participate in an internship or program of travel, etc. to enrich his/her educational program but must do so within the maximum time frame.

General Policies And Procedures

Withdrawal from a class, incomplete grades and repeated courses

There may be an occasion when it is in the student's best interest to drop or repeat a class; however, the number of withdrawals, repeated classes, and incompletes must not drop a student below 67% of all BSU credits attempted at the annual satisfactory academic progress review in June. Incompletes are not acceptable passing grades.

Repeat Courses

A repeat course will replace the previous grade when determining the grade point average provided the student submitted a Repeat Course Form to the Record's Office. All repeated courses are included in determining the 67% completion requirement and maximum time frame.

NCAA Divisions I & II

Credit for courses that are repeated may be used by a student to satisfy the minimum academic progress requirements only under the following conditions:

- A course repeated due to an unsatisfactory initial grade may be used only once, and only after it has been satisfactorily completed;
- Credit for a course that may be taken several times (e.g., a physical education activities course) shall be limited by institutional regulations; and
- Credits earned in courses that may be taken several times may not exceed the maximum institutional limit for credits of that type for any baccalaureate degree program (or for the student's specific baccalaureate degree program once a program has been designated).

Postgraduate Programs

A student enrolling in a Special Education Postgraduate Program (undergraduate licensure and certification program), may include graduate courses because the courses substitute for undergraduate courses in this

particular academic program. Financial aid eligibility and loan limits for such students will be at the undergraduate level because the student is considered to be in an undergraduate academic program. Students are advised that mixing graduate and undergraduate programs simultaneously may result in complications with their federal and state aid.

Appeal And Reinstatement Procedures

A student who fails to meet the satisfactory academic progress standards may appeal to re-establish eligibility by completing a Petition for Reinstatement of Financial Aid. This form is available from the Financial Aid Office. The petition may be based on undue hardship, death of a relative, injury or illness; or special circumstances as determined by the institution. Appeals will be reviewed on a case-by-case basis and must be supported with appropriate documentation and verification. When considering a petition, a student's prior academic history, test scores, and potential for successfully completing the academic program will be considered. Petitions for the reinstatement of financial aid will be reviewed by the Financial Aid Review Committee. The Committee's decision will be considered final. A student will be notified of the decision on a return copy of the petition. A student with a denied petition may petition again to re-establish eligibility after (1) meeting the conditions of the original petition or (2) attending one or more academic terms at the student's own expense and successfully meeting the satisfactory academic progress standards.

Trial Semester on Aid

Reinstatement of financial aid places a student on a trial period with the Financial Aid Office until the conditions of the trial period have been met. A student on a trial period will be considered to be making satisfactory progress and is eligible to receive financial aid.

FINAL NOTE

NCAA legislation is comprehensive and subject to change at anytime. If you have any questions or scenarios you need to discuss, please don't hesitate to contact Sarah Levesque, Associate Director of Athletics/SWA at: 218-755-2142 or slevesque@bemidjistate.edu