

How to register with the NCAA Eligibility Center

If you want to play NCAA sports at a Division I or II school, you need to meet certain academic standards and be certified as an amateur athlete. The NCAA Eligibility Center will evaluate your academic and athletic experiences based on information you provide through your eligibilitycenter.org account. The NCAA Eligibility Center also offers a profile page for students planning to compete at Division III, or students who don't yet know where they want to compete.

Your eligibilitycenter.org account or profile page contains all the information you need to begin your NCAA experience. Allow at least 30 minutes to register completely. Your information will be saved if you need to leave the registration process and return at a later time.

Before you register, make sure you can provide the following:

- Email address where we can send an account creation email. Students should use an email they check frequently and will have access to after high school.
- Basic education history, including a list of all high schools or secondary schools you have attended.
- Your sports participation history, including details about any teams with which you have practiced or played or
 events in which you competed, as well as information about any individuals that have advised you or marketed
 your skills.
- Payment. The registration fee is \$80 for students from the United States and its territories, and Canada. The
 registration fee is \$135 for students from all other countries. You must pay online by debit, credit card or echeck. Some students may be eligible for a fee waiver.

Registration Steps

- 1. Visit eligibilitycenter.org and select the "Register" arrow on the homepage.
- 2. Read both account descriptions and decide which account to register for.
- 3. If you plan to compete at an NCAA Division I or II school, select the "Create an Account" button.
- **4.** If you plan to compete at an NCAA Division III school, or you aren't sure where you want to compete, select the "Create A Profile Page" button.
- **5.** You will be prompted to enter your email address to create an account or profile. Be sure to provide an email that will be active even after you complete high school.
- 6. Check your inbox for an email containing your verification code. If you don't receive the email within 30 minutes, you may need to check your Spam or Junk folders.
- 7. Click the link in the verification code email to return to eligibilitycenter.org. Enter your verification code and complete the Account, Basic Information and Contact pages. If you are creating an account for a student-athlete, please use the student-athlete's information.



- 8. If you created a Certification Account, you will be prompted to pay the registration fee (\$80 for U.S. students, \$135 for international students). You have 30 days after receiving your verification code to pay before your account is dropped from the system.
- 9. After submitting payment, return to your Dashboard to complete your registration.
- 10. Answer the Schools and Sports questions with your most recent information. Once you have completed a page of questions, select the "Continue" button to proceed to the next page. If you need to return to previous page, select the "Back" link under the "Continue" button.
- **11.** After completing your Schools and Sports information, check your Dashboard. This page contains information about your status, next steps and any tasks you need to complete.
- 12. You will receive an email from the NCAA Eligibility Center when we assign you a new task. Be sure to respond to each task as quickly as possible so we have all the information we need to certify you. We will not begin your certification until it is requested by an NCAA school.
- 13. If you haven't done so already, ask the ACT or SAT to send your test scores to the NCAA Eligibility Center using code 9999. You may also use this code to send scores directly to us when you register for future SAT or ACT tests.
- **14.** After you finish your sixth semester of high school (the junior year for most students), ask your high school counselor to submit your transcript to the NCAA Eligibility Center. This allows us to evaluate your account and let you know if there are any issues you need to fix before your evaluation.
- **15.** If you graduate high school in May, you may log in to your eligibilitycenter.org account after **April 1** of your senior year to request your final amateurism certification. If you graduate in December, you may request your final amateurism certification after **October 1** of your senior year.
- **16.** Once you graduate, ask your high school counselor to submit your final transcript with proof of your graduation to the NCAA Eligibility Center.



How to add your school information to your eligibilitycenter.org account

After creating your account, navigate to the Schools section by selecting it from the left menu as you complete your information. Or use the menu in the top right or your screen and select "Schools Questions."

Begin answering the questions.

- 1. Tell us if you have attended school outside the United States, U.S. territories or Canada; if you are a home school student; or if you repeated grades 9, 10, 11 or 12.
- If the school you attended was a Department of Defense school or international schools with American-style diplomas, answer No.
- 3. If you attended school outside the United States, U.S. territories or Canada, learn more at http://www.ncaa.org/student-athletes/future/international-student-athletes.
- 4. A home school course is one in which a parent, tutor or state-recognized home school entity created the curriculum, provided the instruction, designed and graded the assignments, and gave the final grade. If you are not sure whether the classes you have taken are considered home school classes, learn more at http://www.ncaa.org/student-athletes/future/home-school-students.
- 5. Fill in your educational history for each year of your high school/secondary school education.
- **6.** Complete all questions regarding your educational history and provide additional information if needed before you continue to the next section.



How to add your Sports information to your eligibilitycenter.org account

Before you begin, review your sports participation history. It is best to provide detailed information about your sports participation so that our sport-specific evaluators can make accurate and efficient decisions.

After creating your account and completing the Schools section, navigate to the Sports section.

- 1. Begin by selecting the sport you wish to play in college. If you plan to participate in more than one sport, you will tell us about your participation in each sport separately. Check to see if your sport is an NCAA sport.
- 2. Answer the participation questions related to your sport outside of traditional high school competition.
- **3.** If you have any <u>monetary awards</u>, events, <u>expenses</u>, contacts, or additional services to report, enter them in the Sports section with the correct information.
- 4. Complete all questions before moving on to another sport or moving on to the next section.
- 5. If you want to play more than one sport, use the "Add a Sport" feature in the left Toolbar to return to the Sports page and add additional sports.
- 6. Complete all questions for additional sports.
- 7. If your sport is not listed in the drop-down menu, return to your Dashboard to check if you already added the sport. You can deactivate sports from your Dashboard if needed.
- 8. Please note: Sports participation questions are only available in Certification Accounts.



What does my high school timeline look like?

To help navigate the NCAA eligibility process, use this year-by-year breakdown to keep in mind what you should be thinking about in high school to get ready to play college sports.

Grade 9: Plan

- Take the right courses and earn the best grades you can.
- Ask your counselor for a list of your high school's NCAA approved core courses to make sure you take the right classes.
- Find your high school's list of NCAA core courses online.

Grade 10: Register

- Register with the NCAA Eligibility Center at eligibilitycenter.org.
- If you fall behind, ask your counselor for help with finding approved courses or programs you can take.

Grade 11: Study

- Check with your counselor to make sure you are on track to graduate on time and complete the required number of NCAA approved courses.
- Take the ACT or SAT and submit your scores to the NCAA by using code 9999.
- Research what schools you want to apply for that are the best fit for your academic and athletic goals.
- At the end of the year, ask your counselor to upload your official six-semester transcript.

Grade 12: Graduate

- Complete your final NCAA core courses as you prepare for graduation
- Take the ACT or SAT again, if necessary, and make sure we get your scores by using code 9999.
- Request your final amateurism certification beginning April 1 (fall enrollees) or October 1 (winter/spring enrollees).
- · After you graduate, ask your counselor to upload your final official transcript with proof of graduation.
- Only students on an NCAA Division I or II school's certification request list will receive a certification.