

APPLICATION FOR NCAA DIVISION III PROVISIONAL/RECLASSIFYING MEMBERSHIP



Division III
DISCOVER | DEVELOP | DEDICATE

**Must be received in the NCAA national office
not later than January 15.**

This application is to be used only for prospective new members joining the NCAA or institutions reclassifying their entire athletics program.

Academic year to begin provisional/reclassifying process: _____ Date of Submission: _____

Check the appropriate membership application.

Provisional: (New member to the NCAA) Reclassification: (NCAA member reclassifying entire athletics program)

1. Institution name: _____

2. Address: _____

City: _____ State: _____ Zip: _____

3. Chancellor or President Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

4. Athletics direct report name and title
(individual to whom athletics reports): _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

5. Faculty athletics representative:

Name and Academics Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

Faculty athletics representative:

Name and Academics Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

6. Director of athletics:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

Director of athletics:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

NCAA Constitution 4.02.4 defines a senior woman administrator as the highest-ranking female involved in the management of an institution's intercollegiate athletics program.

7. Senior woman administrator: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

8. Individuals who are authorized to request interpretations on behalf of an institution are the chancellor or president (or designee), faculty athletics representative, director of athletics (or designee), senior woman administrator, athletics direct report and compliance officer. Please complete the following even if the compliance officer is one of the individuals already listed:

Compliance officer: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

9. Individuals who are authorized to request interpretations on behalf of an institution are the chancellor or president (or designee), faculty athletics representative, director of athletics (or designee), senior woman administrator, athletics direct report, compliance officer and sports information director. Please complete the following even if the sports information director is one of the individuals already listed:

Sports information director: _____

Address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

Most compliance-related forms will be forwarded to only one of the seven people listed above. Please indicate the person who should receive these forms: _____

10. Student-Athlete Advisory Committee administrative representative: _____

Title and address: _____

City: _____ State: _____ Zip: _____ Telephone: _____

Email: _____ Fax: _____

11. Total full-time undergraduate enrollment for current academic year:

Total: _____ Men: _____ Women: _____

12. Indicate your institution's classification: Public: _____ Private: _____

13. Indicate your institution's status: For profit: _____ Not-for-profit: _____

14. Does your institution offer at least one four-year (or two-year upper level) curriculum leading to a Bachelor of Arts or Bachelor of Science degree? Yes _____ No _____

15. What regional agency has accredited your institution?

Date of most recent accreditation? _____

16. Is your institution a member of any other intercollegiate athletics associations? (e.g., NAIA, NJCAA, NCAA Division I or Division II) If so, please list them.

Men: _____ Women: _____

17. Has your institution previously submitted a membership application to the NCAA? Yes _____ No _____

If yes, what was the date of your application? _____

18. Is your institution involved in an investigation, infractions case, serving academic penalties or on probation with your governing body (e.g., NCAA, NAIA, etc.)? Yes No

If yes, please explain: _____

19. List all athletics conferences of which your institution is a member and the sports in which you compete in that conference.

Men: _____

Women: _____

20. Compliance with Association Rules.

Is your institution aware that it must administer its athletics program in accordance with the institution, bylaws and other legislation of the Association for the entirety of the provisional/reclassifying membership process? (See NCAA Division III Bylaws 20.3.4 and 20.6.5) Yes No

21. Financial Aid.

- a. Is your institution aware of the prohibition on awarding new athletically related financial aid to incoming student-athletes beginning with the first year of provisional/reclassifying membership and thereafter?

(See Bylaw 20.3.4.1 for provisional and Bylaw 20.6.5.1 for reclassifying requirements.)

Yes No

- b. Is your institution aware of the prohibition on awarding any athletically related financial aid to any student-athletes following completion of the second year of provisional/reclassifying membership?

(See Bylaw 20.3.4.1 for provisional and Bylaw 20.6.5.1 for reclassifying requirements.)

Yes No

22. Complete the chart by listing all varsity intercollegiate sports involving all male teams, all female teams and all mixed male and female teams sponsored by your institution.

The season in which the sport occurs is determined when the majority of an institution's contests or dates of competition occur.

- Fall: September through December;
- Winter: December through March; and
- Spring: February through May.

To complete the chart, please consider the following information:

At the time of application, an institution in the exploratory year must be prepared to sponsor in the first year of provisional/reclassifying membership:

- a. At least six sports for men and at least three of the six sports must be team sports. Further, there must be a sport offering in each of the three sport seasons (i.e., fall, winter, spring). Sponsorship standards are listed in Bylaw 20.11.3.8 (minimum contests and participants requirements for sports sponsorship). If institutional full-time undergraduate enrollment is 1,000 or fewer, at least five sports for men and at least three of the five sports must be team sports; and
- b. At least six sports for women and at least three of the six sports must be team sports. Further, there must be a sport offering in each of the three sport seasons (i.e., fall, winter, spring). Sponsorship standards are listed in Bylaw 20.11.3.8 (minimum contests and participants requirements for sports sponsorship). If institutional full-time undergraduate enrollment is 1,000 or fewer, at least five sports for women and at least three of the five sports must be team sports.

NCAA DIVISION III -- SPORTS-SPONSORSHIP REPORT FOR MEN'S SPORTS

Current Academic Year: _____

Sport (Men's)	Contests Minimum (Per Bylaw 20.11.3.8)	Minimum Participants (Per Bylaw 20.11.3.8)	Contests Scheduled	Contests Completed	Beginning Roster (First Date of Competition)	Ending Roster (Last Date of Competition)	Season (Fall, winter, spring)
Baseball	25	n/a					
Basketball	18	n/a					
•Cross Country	5	5					
•Fencing	8	5					
Football	7	n/a					
•Golf	6						
•Gymnastics	6	6					
Ice Hockey	18	n/a					
Lacrosse	10	n/a					
•Rifle	6	4					
•Skiing	5	5					
Soccer	13	n/a					
•Swimming and Diving	8	8					
•Tennis	10	6					
•Indoor Track and Field	5	10					
•Outdoor Track and Field	6	12					
Volleyball	17	n/a					
Water Polo	13	n/a					
•Wrestling	7	6					

• - Indicates sport is an individual sport.

NCAA DIVISION III -- SPORTS-SPONSORSHIP REPORT FOR WOMEN'S SPORTS

Current Academic Year: _____

Sport (Women's)	Contests Minimum (Per Bylaw 20.11.3.8)	Minimum Participants (Per Bylaw 20.11.3.8)	Contests Scheduled	Contests Completed	Beginning Roster (<i>First Date of Competition</i>)	Ending Roster (<i>Last Date of Competition</i>)	Season (Fall, winter, spring)
Basketball	18	n/a					
•Bowling	8	5					
•Cross Country	5	5					
•Fencing	8	5					
Field Hockey	12	n/a					
•Golf	6						
•Gymnastics	6	5					
Ice Hockey	18	n/a					
Lacrosse	10	n/a					
•Rifle	6	4					
Rowing	8	n/a					
Rugby	8	n/a					
•Skiing	5	5					
Soccer	13	n/a					
Softball	24	n/a					
•Swimming and Diving	8	8					
•Tennis	10	6					
•Indoor Track and Field	5	10					
•Outdoor Track and Field	6	12					
Volleyball	17	n/a					
Water Polo	13	n/a					

• - Indicates sport is an individual sport.

23. Please include your institution's completed viability statement. [Attachment A]

The institution is required to complete a viability statement describing the institution's commitment to the NCAA Division III philosophy statement [Reference: Bylaw 20.11 (Division III membership requirements)].

24. Please include the following requirement:

Sponsorship by an active NCAA Division III institution including the establishment of a good-faith mentoring relationship and submission of a letter of recommendation signed by the sponsoring institution's chancellor or president AND director of athletics, AND senior woman administrator AND faculty athletics representative.

25. Please include your institution's completed athletics program assessment. [Attachment B]

The institution is required to demonstrate evidence that it possesses the resources and infrastructure necessary to conduct a viable Division III athletics program.

PLEASE NOTE: There shall be a maximum of four institutions admitted to the provisional/reclassifying membership program in any one year [Reference: Bylaw 20.3.2 (class size and assignment)]. Institutions shall be assessed based on the following criteria:

- a. Geographic location in an area that needs or can accept new members;
- b. Reclassifying versus provisional status;
- c. Existing or potential membership in an active Division III conference; and
- d. Broad-based sports-sponsorship profile.

THIS APPLICATION MUST BE RECEIVED BY THE NCAA NATIONAL OFFICE NOT LATER THAN JANUARY 15. COMPLETION OF THIS APPLICATION IN NO WAY IMPLIES OR ENSURES APPROVAL OF MEMBERSHIP. IF AN INSTITUTION FAILS TO FULLY COMPLETE THE APPLICATION OR THE NCAA DOES NOT RECEIVE THE APPLICATION ON TIME, THE INSTITUTION SHALL NOT BE CONSIDERED FOR PROVISIONAL/RECLASSIFICATION MEMBERSHIP FOR THE UPCOMING ACADEMIC YEAR.

[PROVISIONAL/RECLASSIFYING APPLICANTS]

SEND THE COMPLETED APPLICATION IN **ELECTRONIC FORMAT (e.g., flash drive)** TO THE INDIVIDUAL BELOW. PLEASE BE AWARE A CHECK IN THE AMOUNT OF \$37,000 PLUS ANNUAL DUES (\$900) WILL BE REQUIRED BY SEPTEMBER 1 IF YOUR INSTITUTION IS ACCEPTED TO THE PROVISIONAL/RECLASSIFYING PROCESS.

[Note: In addition to the provisional/reclassifying fee, provisional/reclassifying members also must pay the appropriate amount for NCAA annual dues during each year of the provisional/reclassifying membership process. (See NCAA Constitution 3.7.2)]

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