Follow your passions and discover your potential. The college experience is a time of learning and growth – a chance to follow passions and develop potential. For student-athletes in NCAA Division III, this happens most importantly in the classroom, through earning an academic degree. The Division III experience provides for passionate participation in a competitive athletic environment, where student-athletes push themselves to excellence and build on their academic success with new challenges and life skills. And student-athletes are encouraged to pursue the full spectrum of opportunities available during their time in college. In this way, Division III provides an integrated environment for student-athletes to take responsibility for their own paths, follow their passions and find their potential through a comprehensive educational experience.

NCAA Division III Membership Requirements

Institutions with 1,000 or more students must sponsor six sports for all male/mixed teams and six sports for all female teams. This must include at least three team sports per gender.

Institutions with enrollment of less than 1,000 students must sponsor five sports per gender, including at least three team sports.

Active member institutions must be represented by a voting delegate at the NCAA Convention business session each year and by at least one institutional staff member at NCAA Regional Rules Seminar at least every three years.

Active member institutions are responsible for completing the NCAA Institutional Self-Study Guide (ISSG) at least once every five years. Additionally, all head coaches and athletics administrators with compliance responsibilities must complete the NCAA Division III Rules Test annually.

The NCAA Division III Membership Committee is responsible for performing audits of membership requirements.

Academic and Membership Affairs
Interpretive Assistance
317/917-6003

NCAA Division III Governance Contacts:

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NCAA Division III Legislative Cycle
Amendments to the NCAA Division III bylaws require presidential sponsorship. This is done in one of three ways: (1) Through the governance structure (Presidents Council); (2) By sponsorship by 20 or more member institutions; or (3) By sponsorship by two or more conferences.

### Division III Facts and Figures
- **Institutions:**
  - 438 Active members; 43 Multisport conferences;
  - 19% Public institutions; 81% Private institutions;
- **Average Institution Enrollment:**
  - 2625
- **Average Number of Sports Sponsored Per Institution:**
  - 18
- **Average Number of Participants Per Institution:**
  - 418
- **Average Total Operating Expenses:**
  - With Football: Total: $3,699,012
  - Without Football: Total: $2,120,184

### Annual Reporting Responsibilities

<table>
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<tr>
<th>Form</th>
<th>Who Is Responsible</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Division III 70 percent Scheduling Requirement Form</td>
<td>Athletics Director</td>
<td>December of previous year</td>
</tr>
<tr>
<td>NCAA Financial Reporting Form</td>
<td>Initial contact to President/ Chancellor with copy to Athletics Director</td>
<td>January 15</td>
</tr>
<tr>
<td>NCAA Graduation Rates</td>
<td>Designated Institutional Personnel</td>
<td>June 1</td>
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<tr>
<td>Financial Aid Electronic Report</td>
<td>President/Chancellor and Financial Aid Administrator</td>
<td>July 1—Sept. 15</td>
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<tr>
<td>Sports Sponsorship and Demographic Report</td>
<td>Athletics Director</td>
<td>August 15</td>
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<tr>
<td>Certification of Compliance for Staff Members of Athletics Department</td>
<td>Returning Staff Members</td>
<td>September 15</td>
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<tr>
<td>Certification of Compliance for Institutions</td>
<td>President/Chancellor</td>
<td>September 15</td>
</tr>
<tr>
<td>Student-Athlete Statement</td>
<td>Student-Athletes (SA)</td>
<td>Before SA’s first outside competition</td>
</tr>
<tr>
<td>Drug-Testing Consent</td>
<td>Student-Athletes</td>
<td>Before SA’s first outside competition</td>
</tr>
<tr>
<td>Student-Athlete Affirmation of Eligibility</td>
<td>Athletics Director</td>
<td>Before SA’s first outside competition</td>
</tr>
<tr>
<td>General Amateurism and Eligibility Form for International and Select Student-Athletes</td>
<td>SAs, Eligibility Certification Official and Head Coaches</td>
<td>Before SA’s first day of practice or outside competition</td>
</tr>
<tr>
<td>SA Health Insurance Portability and Accountability Act (HIPPA) Authorization</td>
<td>Student-Athletes</td>
<td>Before SA’s first outside competition</td>
</tr>
</tbody>
</table>

### Suggested Talking Points for the President/Chancellor & Athletics Director

#### BUDGET ISSUES
- Request a copy and overview of the most recent budget.
- Is the budget comparable to other conference institutions?
- Are student-athletes responsible for any fundraising? If so, how much?
- Does athletics work with the development office on fundraising?

#### STUDENT-ATHLETE WELL-BEING
- Request/review samples of practice & athletic training schedules.
- Is the Student-Athlete Advisory Committee (SAAC) active and effective?
- What is the relationship between athletics and residence life? Are student-athletes’ needs being met?
- Are student-athletes included in conversations about legislation?
- Are there personnel issues within athletics that I should be aware of?
- Do we send student-athletes to NCAA leadership conferences?

#### PERSONNEL
- How effective is our faculty athletics representative (FAR)?
- What is the relationship between the FAR and coaches? Between the FAR and student-athletes?
- How effective is our senior woman administrator (SWA)?
- What is the relationship between the SWA and coaches? Between the SWA and student-athletes?
- How effective is our athletic training? Are there health or safety concerns?
- Who in the conference is on the Division III Presidents’ Advisory Group?

#### CONFERENCE INFORMATION
- How does our conference function?
- Who in the conference serves on NCAA committees?
- Do we take advantage of conference grant funding?
- Who chairs the conference presidential oversight group?
- Who in the conference is on the Division III Presidents’ Advisory Group?

#### OTHER
- What is our institution doing to meet compliance obligations?
- Have we reported any violations?
- What is the relationship between athletics and the admissions office?
- What are the policies of the admissions office related to athletics?
- Does athletics have any “special admissions”?
- What is the relationship between athletics and the financial aid office?
- When did we last complete the Institutional Self Study Guide (ISSG)?
- Request a copy of the most recent ISSG.
- What is the president’s role in the ISSG?
- What percentage of students are student-athletes?
- What is the male to female ratio of student-athletes?
- Do we have a booster club?
- Have we ever received an NCAA Division III women and ethnic minority internship or matching grant?