ACTION ITEMS.

- Selection of the new chair and vice chair of the committee: Chairs Dr. Chris Foley and Dr. Eileen McDonough, and committee member Ted McKown served their last terms on the committee at the March 2015 meetings. The committee voted on and approved current committee member Jennifer Minke to serve as the committee’s new chair and current member Amy King as vice chair, effective immediately.

INFORMATIONAL ITEMS.

1. Announcement of new committee members. The Division I cabinet announced the following new Division I committee members appointed to the International Student Records Committee effective the October 2015 meeting:
   a. Meghan Miller, Senior Associate Athletics Director for Compliance/SWA, Sacred Heart University.
   b. Ruth Lopez, Associate Director, Center for International Education, University of North Florida.

2. Review the Report of the NCAA International Student Records Committee’s October 2014 meeting.

   The committee reviewed and approved the report from its October 28, 2014 meeting.

3. Review the committee's policies and procedures.

   The committee reviewed and approved its current policies and procedures as written with no amendments.

4. Austrian Grading Scale Update.

   The committee reviewed the current grading scale for Austria, comparing it to other creditable international education resources available (EDGE, IERF, and WES) as well as the advisement of committee consultant Karen Lucas which all supported the need for an update to the grading scale for Austria, removing the “D” grade from the current scale. The new grading scale will be effective immediately as noted:
   (1) A.  (2) B.  (3) B.  (4) C.  (5) F.
5. **Germany’s Zeugnis der Fachhochschulreife.**

It was brought to the attention of the committee by national office staff that the current categorization of the Zeugnis der Fachhochschulreife (category one exam based leaving credential) may no longer be accurate based upon an increasing number of these certificates being submitted to the NCAA Eligibility Center that no longer listed any leaving exams on the document. This prompted an updated review of the leaving credential as well as the general curriculum required in order to obtain this form of high school graduation certificate. Research on EDGE, as well as consultant Karen Lucas’ expertise on the German educational system, showed that the Zeugnis der Fachhochschulreife was available from several different schools/programs within the German educational system, some of which included vocational studies. Because the curriculum for the Zeugnis der Fachhochschulreife can vary, the committee determined the document should be reclassified to a category two exam based document, to assure core requirements are met for all students presenting this form of proof of graduation.

6. **OCR Level 3 Nationals and Technicals.**

OCR, an examination board based in the United Kingdom, now offers “Level 3 Technicals and Nationals” which mirror the currently approved “BTEC and Cambridge Level 3’s” listed in the *NCAA Guide to International Standards for Athletics Eligibility*. The committee reviewed the curriculum and hours offered for the OCR Level 3 National/Technical Diploma and Extended Diploma and approved both as category two credentials. The committee confirmed that the expected timeline for these credentials to be achieved should mirror the BTEC and Cambridge Level 3 Diplomas and Extended Diplomas listed in the International Guide (the diploma being completed in one academic year from on-time completion of General Certificate of Secondary Education and the Extended Diploma being completed two years from the on-time completion of the GCSE’s). The International Guide shall be updated accordingly.

7. **Poland’s Policy and Procedures for student’s presenting both a category one and category two document.**

Currently, policy and procedure for Poland’s academic documents states that if a student earns both the category one *Świadectwo D’ojrzałości* (maturity certificate) and any credential listed in category two, we default to using only the category one credential. Often times, the student would have been a qualifier using the category two credential, but not the category one credential. In an effort to be more student-athlete friendly, the committee agreed that for student’s earning both a category one and category two leaving credential in the same academic school year, either credential may be used to certify the student, whichever is more beneficial towards the student’s NCAA initial-academic eligibility.
8. ISRC update and advisement on policy regarding “Reviewing Transcripts for Core Courses for Student-Athletes Who Lack More Than One Subject Pass and/or Sit for One or More Exams on the Final Category-Two Credential But Fail to Receive a Passing Score.”

National office staff sought clarification on a policy and procedure directive from the 2007 (item c) ISRC minutes. The item addressed scenarios where one or more exam pass was missing from a category two exam-based leaving credential in areas other than those failed on a leaving examination. The committee determined that the minutes from the 2007 meeting should be amended to provide further clarification as to how policy should be applied. The committee confirmed that the national office staff’s current practices should continue to be applied. Current practices include the following: “If a leaving examination in a core area is failed (i.e. physics) and no other natural/physical science exam passes are present on the leaving certificate, then yearly transcripts will be reviewed to look for natural physical science courses other than the failed subject title (physics).”

Courses such as biology or earth science can be used in the academic certification, assuming all other initial-eligibility academic parameters for the courses use were met. This policy will be applied regardless of how many subject pass exams are missing or failed on the leaving credential, so long as the overall credential was passed.

9. Policy and Procedure Update for Category Two Exam-Based Leaving Credentials.

At the October 2014 ISRC meeting, the committee reviewed and established a new policy for calculating the GPA of a student from a British patterned educational system presenting an exam-based category two credential. The committee charged the national office staff with providing a list of all other countries that offer a category two exam-based leaving certificate, so that these countries/credentials may be reviewed in the March 2015 meeting for similar application of GPA calculation policy. For consistency, the committee voted to adopt the same policy and procedure application for all category two exam-based credentials, regardless of country or educational pattern. The attached supplement (may not be all inclusive) provides a list of countries outside of the British patterned educational system that currently offer a category two exam-based leaving credential. For review of this policy, please refer to the ISRC report from the October 2014 meeting.

10. Annual Review of the Grading Scale Chart.

During its May 2012 teleconference, the committee initially reviewed grading scales of countries where the highest number of international prospective student-athletes receive final academic certifications. The committee agreed to review these grading scales on an annual basis as part of its ongoing review of the International Guide. The committee reviewed the tops grading scale and approved as currently listed in the International Guide. The committee did charge the national office staff with reviewing the Ministry of Education
websites for all Canadian provinces to assure the accuracy of Canadian grading scales. The national office staff will bring this research to the October 2015 meetings for a review of the Canadian grading scales.

11. **Country profile rewrites.**

As an ongoing initiative to update the International Guide, the committee reviewed updates and re-writes provided by national office staff to the following countries:

   a. Albania.
   b. Chad.
   c. Indonesia.
   d. Malaysia.
   e. Russia.
   f. Spain.
   g. Syria.

The committee provided amendments to the language and Dr. Chris Foley provided native language, translations, and transliterations for an update to the Russian country profile re-write to better assist in the proper identification of native language documents. The committee approved all country re-writes with amendments.

12. **Review of future meeting dates.**

   a. Tuesday and Wednesday, October 27 - 28, 2015; Indianapolis, Indiana.
      
      (1) Monday, October 26 - Travel to Meeting.
      
      (2) Tuesday, October 27 - Full committee meeting in morning and afternoon.
      
      (3) Wednesday, October 28 - Full committee meeting in morning.
      
      (4) Wednesday, October 28 - Return travel after noon Eastern Time.
b. Meeting Dates for Tuesday and Wednesday, April 12 - 13, 2016; Indianapolis, Indiana.

(1) Monday April 11 - Travel to Meeting.

(2) Tuesday, April 12 - Full committee meeting in morning and afternoon.

(3) Wednesday, April 13 - Full committee meeting in the morning.

(4) Wednesday, April 13 - Return travel after noon Eastern Time.

Committee Chair: Chris Foley, Indiana University-Bloomington, The Big Ten.

Committee Liaisons: Elizabeth Sellers, Eligibility Center
Maureen Snow, Eligibility Center

<table>
<thead>
<tr>
<th>Attendees</th>
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<tbody>
<tr>
<td>Chris Foley, Indiana University-Bloomington</td>
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<td>Eileen McDonough, Barry University</td>
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<td>Ted McKown, Kent State University</td>
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<td>Jennifer Minke, Texas A&amp;M University-Kingsville</td>
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<td>Amy King, University of California, Los Angeles</td>
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<td>Finley C. Baird, Kentucky State University</td>
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Other Participants

| Morgan Adcock, Eligibility Center             |
| Allie Durban, Eligibility Center              |
| Scott Johnson, Eligibility Center             |
| Karen Lukas, NCAA Consultant                 |