



The NCAA academic and membership affairs staff frequently receives questions regarding the correct waiver case type. While staff can change incorrectly submitted case types, the institution still must resubmit the waiver and may be required to submit additional information based on the new case type. This additional step delays the waiver review process and an institution's receipt of a staff decision. This document is meant to serve as a guide for the most common waiver situations.

Which waiver do I need to file?

Correct Requests/Self-Reports Online Case Types and Scenarios
<p>Extension of Eligibility Waiver.</p> <ul style="list-style-type: none">• Student-athlete needs a 10-semester/15-quarter extension.
<p>Legislative Relief Waiver.</p> <ul style="list-style-type: none">• Student-athlete is unable to participate due to participation in organized competition prior to initial collegiate enrollment.• Student-athlete is unable to use a transfer exception.<ul style="list-style-type: none">○ *Note: If the student-athlete is not eligible due to assertions of misinformation, injury/illness, financial hardship, academic and athletic reasons, or an education-impacting disability see the DIII Management Council Subcommittee for Legislative Relief Information Standards, Guidelines and Directives below.• Student-athlete is unable to participate due to being enrolled less than full time.• Student-athlete is unable to participate as a postbaccalaureate or graduate student.• Any other request of relief from the legislation not mentioned.
<p>Membership Requirements Waiver.</p> <ul style="list-style-type: none">• Institution is unable to attend NCAA Convention or the NCAA Regional Rules Seminar (once in three years) due to unusual circumstances.• Institution or conference seeks an extension of the deadline for completing the Institutional Self-Study Guide or Conference Self-Study Guide due to extenuating circumstances.

- Institution with enrollment of less than 1,000 undergraduate students failed to sponsor at least five men's and five women's sports for reasons beyond the institution's control.
- Institution with enrollment of more than 1,000 undergraduate students failed to sponsor at least six men's and six women's sports for reasons beyond the institution's control.
- Institution failed to sponsor at least three men's and three women's team sports for reasons beyond the institution's control.
- Institution failed to sponsor at least one sport per gender in each sport season (fall, winter, spring) for reasons beyond the institution's control.
- Institution is a single-gender institution transitioning to a coeducational institution and seeks a three-year waiver of minimum sports sponsorship requirements for the recently added gender.
- Any other request for relief from the legislation in NCAA Bylaw 20.

Playing and Practice Seasons Subcommittee Waiver.

- An institution with a nontraditional academic calendar seeks a waiver of the general or sport-specific playing season regulations.

Progress-Toward-Degree Waiver.

- Student-athlete is unable to use a transfer exception because he or she did not meet applicable progress-toward-degree requirements at the previous Division I or II NCAA institution.
- Student-athlete is unable to use a transfer exception because he/she did not meet applicable progress-toward-degree requirements at the previous non-NCAA [e.g., National Association of Intercollegiate Athletics] institution.
 - Note: Institution must submit information regarding the student-athlete's deficiency and progress-toward-degree requirements at the previous non-NCAA institution in the waiver application.

Season of Competition/Participation Waiver.

- Student-athlete participated in minimal competition and is looking to regain a season of competition because student-athlete was unable to complete the season due to extenuating circumstances.

Reminder: Case precedent (from the past three years) for cases submitted through RSRO can be found in RSRO by using the Search tab. Case precedent searches conducted in Legislative Services Database for the Internet will not return any results.

***Note:** NCAA Division III Management Council Subcommittee for Legislative Relief Information Standards, Guidelines and Directives can be found at the following link: <http://www.ncaa.org/compliance/waivers/legislative-relief-waivers>.

RSRO Online Training - Assistance in Submitting a Waiver: Click on the following link: http://s3.amazonaws.com/ncaa/web_video/d3/articulate/rsro-training/story_html5.html.

Which NCAA staff will process the waiver and who should I call if I have questions about a waiver before I submit through RSRO?

Case Type(s)	NCAA Staff Responsible for Processing Case Type	Contact Phone Number
Extension of Eligibility and Season of Competition/Participation	AMA Student-Athlete Reinstatement Team	317-917-6222 Ask to speak to a member of the Student-Athlete Reinstatement team.
Legislative Relief or Playing and Practice Seasons Subcommittee	AMA Division III Team	317-917-6003
Membership Requirements	AMA Division III Team	317-917-6222 Ask to speak to a liaison for the Division III Membership Committee.
Progress-Toward-Degree	AMA Student-Athlete Academic Waiver Team	317-917-6222 Ask to speak to a member of the Student-Athlete Academic Waiver team.
For waivers not referenced in the chart above.	AMA Division III Team	317-917-6003