

DIVISION I HARDSHIP WAIVER WORKSHEETS

PURPOSE

WHAT ARE THEY?

- The team sports and individual sports hardship waiver worksheets are a useful tool to assist institutions and conference offices in applying the hardship waiver calculation legislation.
- The tool calculates the legislated percentage and first half-of-season requirements based on data entered into the worksheet specific to the student-athlete's participation and the institution's competition schedule.

WHO WAS INVOLVED?

- NCAA staff developed the worksheets with input and consultation from a membership advisory group comprised of conference and campus administrators.
- The Collegiate Commissioners Association Compliance Administrators (CCACA) advisory group reviewed and provided feedback on the worksheets during their development.
- The worksheets were approved and endorsed by the Division I Committee on Student-Athlete Reinstatement.

TECHNOLOGY AND USE

WHAT ARE THE TECHNOLOGY PARAMETERS?

- For the pdf worksheets to be fully functional, they must be opened in Adobe Acrobat or Adobe Reader, not through a web browser.
- If the worksheets are opened in a web browser, save the documents first to the computer and then open the files in Adobe Acrobat or Adobe Reader.
- Do not combine the two worksheets into a single pdf file or with any other pdf documents as the formulas may become corrupted.

ARE THE HARDSHIP WAIVER WORKSHEETS REQUIRED DOCUMENTS?

- The worksheets are not required when institutions submit hardship waiver requests at the conference level, unless specified by the applicable conference office.
- The worksheets are required with any hardship waiver request and/or appeal submitted through RSRO to the student-athlete reinstatement staff.

RESOURCES

WHAT ARE THEY?

- In addition to the hardship waiver worksheets, an educational column was developed to assist institutions and conference offices in completing the worksheets and applying the hardship waiver legislation.

WHERE ARE THEY LOCATED?

- The hardship waiver worksheets are located on the Student-Athlete Reinstatement [webpage](#) within ncaa.org.
- The May 2018 educational column is located on LSDBi.