



NCAA Division I Academic Performance Program Data Review Process - Documentation Requested

1. Squad lists.
2. Documentation to demonstrate awarding of athletics aid (e.g., screen shots from student information system).
3. Documentation to demonstrate student-athlete met criteria for exception.
 - a. Transfer Adjustment – Tracer form confirming full-time enrollment at four-year institution, National Student Clearinghouse report.
 - b. Professional Adjustment – Roster confirming student-athlete was on roster.
 - c. Church Mission – Letter from church with dates of mission.
 - d. Armed Services – DD214 with active duty dates, other official documentation.
 - e. Pregnancy – Medical documentation/birth certificate.
 - f. Death/Permanently Disabled – Medical documentation, obituary, news.
4. Academic certification forms demonstrating a review of each element of the NCAA progress-toward-degree requirements with data (versus a “yes/no”).
5. Official transcripts (provided by registrar’s office).
6. Transcripts from previous institutions (for student-athletes who enrolled as transfers).
7. Continuing eligibility policies and procedures.
8. The NCAA Division I Academic Performance Program data collection and submission of policies and procedures.