

# Franklin High School

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*An International Baccalaureate School*

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Dear Parents and Students:

This informational letter includes some very important details regarding NCAA eligibility. All students considering playing Division I and Division II collegiate sports (including walk-ons) need to complete the following steps:

1. Register with the NCAA at [www.eligibilitycenter.org](http://www.eligibilitycenter.org).
2. Visit "My Planner" page online after you register.
3. Review list of approved Franklin High School courses on the NCAA website.
4. Meet with counselor to ensure approved 16 core courses are met.
5. Request official high school transcript be sent to NCAA now and at the end of the school year.
6. Request official ACT/SAT scores be sent to NCAA directly from testing agency. When registering for ACT/SAT be sure to list NCAA as a score recipient. NCAA code is 9999.
7. Complete Athlete/Parent Permission Form to release high school transcript to collegiate coaches and return to the Counseling Center. This form can be obtained in the Counseling Center or on the school website under athletics.

Please understand these steps are critical to becoming eligible for NCAA. **Do not delay this process; it could prohibit eligibility, which is determined by NCAA.**

If you have any questions regarding NCAA eligibility, please call toll-free (877) 262-1492.

Regards,

Athletic Department