



ONTARIO FEDERATION OF SCHOOL ATHLETIC ASSOCIATIONS  
 FÉDÉRATION DES ASSOCIATIONS DU SPORT SCOLAIRE DE L'ONTARIO

## OFSAA TRANSFER POLICY APPEAL FORM 2009 - 2010

204 - 3 CONCORDE GATE \* TORONTO \* ONTARIO \* M3C 3N7

This form should only be submitted to OFSAA once eligibility for competition has been DENIED by a member Association and an appeal to that decision is desired. Please complete all sections of form fully and accurately.

Association: \_\_\_\_\_ Date of application to OFSAA: \_\_\_\_\_

### PART A – STUDENT INFORMATION (Please print)

Name: \_\_\_\_\_ Birth Date \_\_\_\_\_  
Day / Month / Year

**Residences:** List all addresses used during high school career together with occupancy dates. In each circumstance indicate if the address given was the same for parent(s) or legal guardian(s) (as appointed by a court of competent jurisdiction).

PRESENT ADDRESS	DATE IN		LIVING WITH (name and relationship) Please specify.
_____ Street                                      Apt. #                                      City/Town _____ Postal Code                                      Home Tel. #	_____		
PREVIOUS ADDRESSES	DATE IN	DATE OUT	LIVING WITH (name and relationship) Please specify.
(1) _____ Street                                      Apt. #                                      City/Town _____ Postal Code                                      Home Tel. # (2) _____ Street                                      Apt. #                                      City/Town _____ Postal Code                                      Home Tel. #	_____  _____	_____  _____	

**Schools:** List all high schools attended in reverse order. Indicate whether each school was semestered (S) or traditional (T) when attended.

PRESENT SCHOOL	DATE OF ENTRY	T/S	SCHOOL – CITY/TOWN
PREVIOUS SCHOOLS	DATE OF ENTRY	T/S	SCHOOL – CITY, PROV., COUNTRY
(1) _____	_____	_____	_____
(2) _____			

Month and year of entry into Grade 9: \_\_\_\_\_ Number of credits earned as of last June: \_\_\_\_\_

Number of credits earned Semester I this year if applicable: \_\_\_\_\_

Sports Played at Interschool level during 12 months prior to transfer:

\_\_\_\_\_

**STUDENT'S RATIONALE FOR ELIGIBILITY:** (Please print clearly. Use separate paper if necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PART B – APPEAL BASED ON (Please mark correct box)**

Before determining the section of the Transfer Policy under which your appeal will be made, read the entire Policy carefully so as to ensure that you are appealing under the appropriate section and that you are able to provide the documentation required.

Every student who has been registered as a transfer from another school within the previous twelve (12) months is ineligible for OFSAA-sanctioned events, unless he/she appeals and is deemed eligible by the OFSAA Board of Reference – Transfers under one of the six following sections.

- (a) (i) there has been an accompanying change in legal residence by the student and his/her immediate family to the designated school from any system (public, catholic or independent) according to school board boundaries (or is the closest school in the student's choice of school system to the student's home if no school boundaries exist). Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction. See Note 8.
- (ii) Students transferring to an Ontario school from outside North America may apply under this section.
- (iii) A student attending a school as a result of the closure of his/her former school may apply under this section.
- (b) (i) the student did not participate in any sports at the interschool level for twelve months prior to the date of transfer. Written confirmation from the Vice Principal, Principal, Department Head, or Athletic Director at the previous school is required.
- OR**
- (ii) the student accepts his/her ineligibility under the Transfer Policy, but requests eligibility for the sports he/she did not participate in at the interschool level for the twelve months prior to the date of transfer. Written confirmation from the Vice Principal, Principal, Department Head, or Athletic Director at the previous school is required.
- (c) the student has transferred from a non-semestered school to a semestered school for Semester I and is either within one (1) semester of graduation **or** is within four (4) credits of the academic requirements for university admission. The purpose of such a transfer is to complete high school in one semester. Such a student is eligible for Semester I only and will be ineligible for twelve (12) months after the conclusion of the semester.
- (d) the student **has been placed** in a school by (i) an I.P.R.C. (Identification, Placement and Review Committee) decision; or (ii) a court order. The Federation's Board of Reference shall require and receive a letter from the principal of the school from which the student has transferred, stating the reason for the placement of the student by I.P.R.C., or a copy of the court order placing the student in the new school, whichever is applicable.
- (e) the student has transferred for major academic program needs. Major academic program needs are defined as a series of related courses which is unattainable at the previous school and which is a pre-requisite for entrance requirements for a specific post-secondary goal (i.e. college or university entrance, employment, apprenticeship).

(f) the student:

- (i) has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. Documentation detailing these exceptional reasons must accompany the appeal.
- (ii) has changed residence to live with a custodial parent, or to live with a new, court-appointed legal guardian for exceptional personal reasons. Documentation showing that there was just cause for the move must accompany the appeal. See Note 8.
- (iii) has transferred to remove him/herself from an abusive home environment. Documentation detailing the abusive situation shall be provided by the applicant from the sending school, psychologists, social worker, medical doctor or police, as the case may be. (All documentation will be reviewed respecting confidentiality.)
- (iv) has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: documentation confirming change in tuition fees; documentation regarding family requests for bursary assistance to meet financial hardship; documentation regarding significant changes in the financial situation of the family; and, confirmation that the student will be attending the designated school in their home catchment area.
- (v) **Failed Intervention Strategies:** the student who has transferred (or is considering transferring) experienced educational and/or social difficulties that have clearly been documented on the student's scholastic record and, in the opinion of school administration, it is in the best interest of the student to transfer schools as a direct result of the failure of the intervention strategies put in place by the school to deal with the situation. The transfer must be approved by the receiving and sending school principals and both schools' athletic coordinators or heads of physical education. Students should apply prior to the actual transfer of schools if possible to deal with the situation. The onus is on the student to provide documentation that he/she has fulfilled their obligations outlined in the strategies.

**Notwithstanding any of the above, no student may play the same sport for more than one school in the same League or municipality in the same school year unless the student is ruled eligible by the Federation's Board of Reference under subsection (a) of the Transfer Policy.**

**Notes:**

1. Once a student has changed schools he/she is considered a transfer student and even if he/she returns to a school, he/she must comply with the Transfer Policy.
2. The word "participate" in section (b) of the Transfer Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events, not just league play.
3. The Board of Reference **will not consider** as reasons for transfer:
  - (i) the relative ranking of schools or the differences in delivery of courses with the same Ministry course codes;
  - (ii) that a sport or team is no longer offered at the previous school.
4. Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous 12 months from their date of entry into the new school.
5. Out of province exchange students and out of country exchange students are not considered transfer students and are eligible for all sports.
6. Students transferring from other provinces, states, or countries who have graduated from high school or equivalent, are ineligible for OFSAA competition.
7. Students applying under Sections C, E or F must attend the next closest school (of their choice of school system) to their home residence.
8. When applying under section (a)(i) or (f)(ii), the student will provide evidence/documentation confirming a change in legal residence which may include:
  - telephone and utility service operative at the new residence and telephone and utility service disconnected at the former residence;
  - vehicle registration listing the new residence;
  - real estate documents indicating and verifying a change of residence (e.g., sale and purchase);
  - parents/court-appointed guardians' property tax bill listing the new residence;
  - insurance slip for home and auto insurance;
  - school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student;
  - any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

***Production of evidence/documentation described above does not guarantee eligibility.***

**DOCUMENTATION REQUIRED TO SUPPORT THIS APPEAL:**

<b>APPLYING UNDER</b>	<b>TIMETABLE</b>	<b>TRANSCRIPTS</b>	<b>COURT ORDER*</b>	<b>IPRC LETTER</b>	<b>LETTERS OF EXPLANATION/ SUPPORT</b>	<b>PROOF OF* GUARDIANSHIP</b>	<b>PROOF OF RESIDENCE (see note 8)</b>
Section (a) (i) (ii) (iii)						X X	X
Section (c)	X	X					
Section (d)	X	X	X	X			
Section (e)	X	X			X		
Section (f)(i)	X	X			X		
(ii)	X	X	X		X	X	X
(iii)	X	X			X		
(iv)	X	X			X		
(v)	X	X			X		
Section (b)(i) or (ii)	CONFIRMATION FROM OFFICIAL AT PREVIOUS SCHOOL						
All Sections	Letters denying eligibility from previous appeals						

\* If applicable (court document required). Any other pertinent documents are welcome.

**To the best of my knowledge the above information is accurate. Any student submitting falsified information will be deemed ineligible for twenty-four (24) months from the date of transfer.**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Signature of School Official

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Name & Title of School Official