

## **West Virginia University Intercollegiate Athletics**

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**Policy:**                    **Transfer Appeal Policy**  
**Date:**  
**Responsibility:**      **Assistant Athletic Director for Compliance**

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If West Virginia University denies a student-athlete permission to contact other member institutions in regards to a possible transfer, or denies the exception to the one-time transfer residency requirement (when applicable) the student-athlete is contacted and informed of their right to a hearing. If the student-athlete desires an appeal the following is the appeals process:

1. The Transfer Appeal Committee – comprised of the Associated Dean of Student Life, Assistant Dean of Student Affairs, and a member of the WVU Student Government Association - are notified by the compliance office.
2. A date is set in which all involved (coach, student-athlete, and Committee) can attend.
3. Those required in attendance at the hearing: student-athlete, student athlete's coach, the Transfer Appeal Committee, Assistant Athletic Director for Compliance (as a monitor and NCAA rules expert).
4. The Committee and Assistant Athletic Director for compliance gather in a room and background on the case is given by the Assistant Athletic Director for Compliance. Once all background is given, the coach enters the room and gives his/her reasons for the denial. The Committee then asks the coach any questions in regards to the situation they may have.
5. Following the coach delivering his/her reasons, he/she leaves the room and the student-athlete enters and gives his/her version of the scenario and all reasons why he/she deserves to be allowed to transfer. The Committee then asks the student-athlete any questions in regards to the situation they may have.
6. The student-athlete then leaves the room. The Committee then asks the Assistant Athletic Director for Compliance any questions related to the NCAA legislation and procedures pertaining to the specific incident.
7. Once all questions from the Committee are answered the Assistant Athletic Director for Compliance leaves the room and the Committee is left to deliberate amongst themselves and to vote. Each member is permitted one vote in regards to if the coach's transfer denial is upheld or if it is over-ruled in favor of the student-athlete.

8. When the Committee reaches a verdict the Assistant Athletic Director for Compliance is notified and the committee is dismissed.
9. One member of the committee then follows up by providing the verdict in writing via email to the Assistant Athletic Director for Compliance.
10. The coach and student-athlete are notified via email of the verdict.
11. If the verdict is in favor of the student-athlete then the verdict stands.
12. If the verdict is in favor of the coach with the denial to transfer being upheld then the student-athlete may appeal to the office of the President of West Virginia University.