

# West Virginia University Intercollegiate Athletics

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<b>Policy:</b>	<b>Transfer of Student-Athletes from a Four-Year Institution or Junior College to West Virginia University</b>
<b>Date:</b>	<b>November 14, 2001, revised February 7, 2003</b>
<b>Responsibility:</b>	<b>Director of Athletics, Assistant Athletic Director for Compliance</b>

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Any student-athlete who transfers to West Virginia University from a four-year institution or a junior college/community college and who wished to participate in intercollegiate athletics at WVU must abide by the following procedures:

1. Prospective student-athlete must complete an application for admission and submit an application fee.
2. Provide an official transcript of all course work attempted at all institutions previously attended.
3. If the transfer has less than 29 transferable hours, an official high school transcript and ACT - SAT test score must also be provided.
4. Provide two letters of recommendation from persons who know the individual well - one from the academic or athletic community and one from the coaching staff of the previous institution if possible.
5. The WVU athletic compliance office will submit a transfer release form to the director of athletics at the school in which the prospective student is transferring from.

In addition to requesting a release per NCAA Bylaw 13.1.1.3, the form asks the question "Has the student-athlete been subject to any disciplinary proceedings or sanctions, or been penalized or dismissed from your institution for disciplinary reasons related to student conduct or NCAA compliance issues?"

If the answer is yes, then West Virginia University will require all information from the transfer's personal file from previous institutions. If the institution denies WVU's request, a written request from the prospective student-athlete must be sent to the previous schools authorizing the release of information to WVU. The student-athlete's personal file will be held in confidence to adhere to student confidentiality regulations and will be reviewed in order to make decisions regarding athletic participation.

The material in the prospective student-athlete's file will be reviewed by a transfer screening committee comprised of the NCAA Faculty Representative, the Chair of the Athletic Council and an appointee of the President's Office. The recommendation of the committee regarding athletic participation will be submitted to the Director of Athletics and the Vice President of Student Affairs.