



WAIVER OF PROGRESS-TOWARD- DEGREE
REQUIREMENTS PURSUANT TO NCAA BYLAW 14.4.3
AND
FULL-TIME ENROLLMENT REQUIREMENTS PURSUANT
TO BYLAW 14.1

APPLICATION INSTRUCTIONS

2009-10 Academic Year

For Use by Member Institutions Only

I. INTRODUCTION

The NCAA membership has authorized the granting of exceptions to the progress-toward-degree academic eligibility requirements specified in NCAA Bylaw 14.4.3 and full-time requirements specified in Bylaw 14.1. The decision regarding a waiver is based on objective evidence that demonstrates compelling mitigating circumstances along with a reasonable expectation that the student-athlete will successfully complete graduation requirements within five years of initial collegiate enrollment.

Waiver application forms must be submitted by an institution, which shall be considered the waiver "applicant." All communication will take place between the staff and the applicant institution. The NCAA staff will not communicate with third parties unless authorized to do so by the applicant. Such authorization must include a signed Buckley statement expressly granting permission for the staff to communicate with the third party.

Complete waiver application forms and inquiries should be directed to:

via U.S. Postal Service

**NCAA Academic and Membership Affairs –
PTWD
P.O. Box 6222
Indianapolis, Indiana 46206-6222
317/917-6222 (telephone)
317/917-6962 (facsimile)**

via private carrier:

**NCAA Academic and Membership
Affairs - PTDW
NCAA Distribution Center
1802 Alonzo Watford Senior Drive
Indianapolis, Indiana 46202
317/917-6222 (telephone)
317/917-6962 (facsimile)**

II. THRESHOLD REVIEW GUIDELINES

In order for a waiver to be considered by the NCAA academic and membership affairs staff, NCAA Division I Academic Cabinet, NCAA Division I Committee on Progress-Toward-Degree Waivers or the NCAA Division II Academic Requirements Subcommittee on Progress-Toward-Degree Waivers, student-athletes must meet the following threshold criteria. If the application has been accepted for consideration, the staff/committee/subcommittee will decide whether the waiver request will be granted, based on the merits of the particular case. Please review the notes below for exceptions to threshold review guidelines.

- **Waiver Application Threshold.** For Division I only, the staff/committee/cabinet will not consider waiver applications filed on behalf of a student-athlete if that student-athlete's eligibility will not be directly affected by the outcome of the waiver decision (e.g., no remaining eligibility, no longer in college). The progress-toward-degree waiver process is intended to address academic eligibility issues specific to a particular student-athlete. Cases filed for purposes other than this will not be considered by the staff/committee/subcommittee (e.g., case filed for the purpose of increasing a team's NCAA Division I Academic Progress Rate) unless the following conditions are met:
 - (1) Circumstances beyond the control of the institution prevented timely submission of the waiver;
 - (2) The reason for missing the threshold deadline involved no fault of the student-athlete; and
 - (3) The supporting documentation for the waiver is available and complete.

III. APPLICATION PROCEDURES

- A. The institution and the student-athlete must complete this application form before the Division I or II staff/committee/subcommittee's consideration of the waiver request. The application form must be signed by the student-athlete and by **two** of the following individuals at the involved institution (**one of whom must be from outside the athletics department**): chancellor/president or faculty athletics representative **and** director of athletics or senior woman administrator.
- B. All waiver applications must include the following:
 - (1) Complete and accurate academic grid (Item No. 12);
 - (2) Official transcript(s) from all collegiate institutions attended by the student-athlete; and
 - (3) Documentation/evidence supporting the mitigation related to the student-athlete's deficiency.
- C. Student-athletes with education-impacting disabilities:

Each institution that submits a waiver request for less than full-time enrollment on behalf of a student-athlete with education-impacting disabilities must provide objective evidence that the institution already has concluded that the student-athlete may be enrolled in a specific number of hours, which is less than full time for a regular student-athlete, to compensate for his or her disability but still is considered to be enrolled full time by the institution. This also will be demonstrated, in part, by a written policy, applicable to all students, which specifies both the

institution's commitment to serve student-athletes with disabilities, and the nature and extent of institutional resources and programs available for this purpose.

After the adoption of 1995 NCAA Convention Proposal No. 5, the NCAA Division II Academic Requirements Committee developed the following guidelines for administering its waiver authority under Bylaws 14.1.8.2.2.1.3 (full-time enrollment) and 14.4.3.8 (progress-toward-degree). In administering these guidelines, the appropriate committee or cabinet intends that the legitimate needs of student-athletes with education-impacting disabilities will be met through a **combination** of institutional commitments and accommodations and appropriate adjustments of Association-wide academic standards. Normally, the staff/committee/cabinet will consider waivers of the Association's academic requirements **only** when the petitioning institution is able to demonstrate a significant institutional commitment to the academic success of the student-athlete with an education-impacting disability, as well as the student-athlete's commitment to make use of any accommodations offered by the institution under the guidance of the institution's office of disability services or other similar authority.

The staff/committee/cabinet's waiver authority relates solely to those circumstances in which the institution has defined the student-athlete's full-time enrollment to be less than 12 hours to compensate for the student-athlete's education-impacting disability. The staff/committee/cabinet must receive objective, written evidence from an appropriate institutional academic authority (e.g., registrar) to support this fact (please attach documentation with the waiver application). The staff is permitted to allow for enrollment in not less than nine credit hours for requests from Division I institutions. For enrollment in fewer than nine credits hours, requests must be made to the Academic Cabinet.

Although circumstances may vary from case-to-case, the staff/committee/cabinet tends to favor waiver requests to provide accommodations for student-athletes with education-impacting disabilities to meet the Association's academic standards. As a result, for example, waivers of the full-time enrollment requirement for one or more terms would not generally be associated with waivers of the credit-hour requirement. In particular, the additional use of summer-school credits to meet annual academic requirements (i.e., "12/24-hour" requirement) will allow the student-athlete to meet this standard while carrying a reduced course load during the student-athlete's playing season. Only when summer-school enrollment has been shown to be insufficient would waivers of the percentage-of-degree progress requirements normally be considered.

Waivers may be requested and granted for specified or indefinite periods. The staff/committee/cabinet reserves the right to review waivers granted for indefinite periods to ensure that continuing relief from the Association's academic requirements is warranted.

IV. REVIEW PROCEDURES AND POLICIES

- A. The Division I Academic Cabinet and the Division II Academic Requirements Committee have authorized the NCAA academic and membership affairs staff to make all initial decisions regarding waivers of progress-toward-degree legislation, with some legislation exceptions that are heard only by the Division I Academic Cabinet. Division I appeals are considered by the Progress-Toward-Degree Waiver Committee, with the Division I Academic Cabinet the final appellate body. In Division II, appeals are considered by the Academic Requirements Committee.

- B. The committee/cabinet shall conduct its meetings and deliberations by facsimile, telephone conference, e-mail or in person.
- C. The deliberation of an application shall involve committee/subcommittee members and academic and membership affairs staff members only.
- D. Academic and membership affairs staff members shall notify applicants regarding the staff/committee/cabinet's determination of waiver applications and shall provide written confirmation of the decision to all appropriate parties.
- E. Pending the staff/committee/cabinet's final approval of the waiver application, student-athletes remain ineligible for competition.

V. RECONSIDERATION POLICY

- The staff/committee/cabinet will review the same case more than once only if the institution submits new information related to the student-athlete's academic and/or institutional records. New information is limited to information that was unknown at the time the original appeal was filed.

VI. APPEALS

- A. In order to appeal a staff decision, the involved institution must submit a written notice of appeal to be received in the national office not later than 30 days after it has received notification of the staff decision. The written notice of appeal must identify the specific ground(s) on which it is based.
- B. Any request for appeal filed after 30 days must include an explanation of why the appeal was not filed within the prescribed time limit. The chair of the appropriate committee shall determine whether any appeal filed beyond 30 days shall be heard.
- C. In each appealed case, the NCAA staff shall provide the appellate body with a written report setting forth the basis for its decision. The report shall identify the relevant NCAA rules and interpretations and shall specify the information and any precedent relied on by the staff in reaching its decision.
- D. The appellate body shall expeditiously reach a decision. The academic and membership affairs staff shall notify the involved institution and shall provide a written confirmation of the decision.
- E. If, in reviewing the appeal, the committee concludes that new information that was not made available to the staff at the time the initial decision was reported, and that the information is of such importance in the judgment of the appropriate committee, to make a different result reasonably probable, the case shall be remanded to the staff for further review.
- F. Please note that if an academic and membership affairs staff member partially/conditionally approved a waiver request that is then appealed to the committee, the committee may not overturn the staff's partial/conditional approval.

All communication regarding a waiver request must be directed to the academic and membership affairs staff or the chair of the appropriate committee/cabinet. Please do not contact other committee/cabinet members regarding appeals that will come before or after the committee/cabinet's action.

VII. WAIVERS INVOLVING MULTIPLE STUDENT-ATHLETES

Institutions seeking relief from the progress-toward-degree requirements for multiple student-athletes involved in analogous scenarios (e.g., study-abroad programs, cooperative education, unforeseen mitigating circumstances) may submit a single waiver request including a summary of each respective student-athlete's academic record (in lieu of a progress-toward-degree waiver application). In anticipation of such requests seeking relief, the cabinet or committee directs the academic and membership affairs staff and the committee to review such requests as outlined below.

- Procedural Guidelines.
 - (1) Institutions may submit a summary of each student-athlete's academic record in lieu of a progress-toward-degree waiver application. This summary may be provided via letter, memorandum or e-mail.
 - (2) Institutions are required to submit a copy of each student-athlete's current official transcript.
 - (3) A description of the mitigating circumstances surrounding the institution's request must be provided, as well as any documentation necessary to demonstrate the circumstances.
 - (4) The staff/committee/cabinet reserve(s) the right to request a completed progress-toward-degree waiver application on behalf of any individual student-athlete and may require institutions to submit additional documentation before rendering any final decisions.

VIII. STAFF ANALYSIS

All Division I waiver decisions will be made pursuant to a directive approved by the cabinet or committee. [Attachment A]

As referenced in the directive, the staff is directed to calculate a quality-point-analysis when reviewing all Division I progress-toward-degree waivers. This is one tool the staff uses, and in itself does not predict the likelihood of granting a waiver. Information about the quality-point-analysis is attached. [Attachment B]

**NCAA Division I Academic Cabinet
Directive Regarding the Standard of Review
of Progress-Toward-Degree Waivers**

1. Background.

Effective fall 2003 and thereafter, an NCAA Division I student-athlete enrolling in his or her first full-time term of collegiate attendance is required to complete increased minimum progress-toward-degree requirements to earn eligibility for competition. In anticipation of waiver requests seeking relief from these standards, the NCAA Division I Academics/Eligibility/Compliance Cabinet Subcommittee on Continuing Eligibility drafted this directive to provide guidance to the NCAA academic and membership affairs staff and the NCAA Division I Committee on Progress-Toward-Degree Waivers as outlined below, with the understanding that both entities may use discretion in the application of this directive. Further, exceptions to this directive may be applied by the staff, the committee and/or the cabinet when warranted by the circumstances of a specific case.

This directive is now reviewed annually by the NCAA Division I Academic Cabinet.

2. Guiding Principle.

Institutions seeking a progress-toward-degree waiver on behalf of a student-athlete for relief of NCAA Bylaws 14.4.3.1-(a) (24/36 credit hours), 14.4.3.2 (40/60/80 percentage of degree), 14.4.3.2.1 (33/50/67 percentage of five-year degree), 14.4.3.3.1 (90/95/100 grade-point average), 14.4.3.1-(b) (18/27 hours earned during regular academic year), 14.4.3.1-(c) (six hours earned per academic term) and/or 14.1.10.2 (eligibility for postseason competition—between terms) must present evidence of compelling mitigating circumstances along with a reasonable expectation for the student-athlete to recover academically for the waiver request to be granted. Such waivers will be reviewed under the presumption of a good-faith effort on the part of the student-athlete and his or her institution toward completion of the student-athlete's collegiate degree within five years of the student-athlete's full-time enrollment, unless and until circumstances surrounding the waiver request indicate otherwise.

Additionally, institutions seeking a waiver of full-time enrollment for a student-athlete pursuant to Bylaws 14.1.8.1.8 (12-hour requirement for practice) and 14.1.8.2.7 (12-hour requirement for competition) must present evidence of specific mitigating circumstances as outlined by the legislation along with a reasonable expectation for the student-athlete to maintain appropriate academic progress as dictated by progress-toward-degree legislation for the waiver request to be granted. Such waivers will be reviewed under the presumption of a good-faith effort on the part of the student-athlete and his or her institution toward completion of the student-athlete's collegiate degree within five years of the student-athlete's full-time enrollment, unless and until circumstances surrounding the waiver request indicate otherwise.

3. Threshold for Review.

The student-athlete's academic record, including any deficiencies, in existence at the time of the waiver shall be reviewed through analysis of the student-athlete's cumulative total of quality points (as determined by the multiplication of grades and credits earned). If the analysis of the student-athlete's quality-point analysis total predicts he or she has less than 25 percent chance of graduating, then the waiver shall be denied by staff for failure to meet the threshold for review of a progress-toward-degree waiver case.

4. Staff Approvals.

The staff is granted the authority to approve waivers of the progress-toward-degree requirement(s) based on a review of some or all of the following information:

- a. A quality-point analysis indicating the student-athlete has a greater than 50 percent chance of graduating within five years of initial full-time collegiate enrollment;
- b. A reasonable academic-recovery plan, signed by both the student-athlete and an institutional representative; and
- c. Documented compelling mitigating circumstances surrounding the waiver request (Section No. 7).

The staff is granted the authority to approve requests for less than full-time enrollment (not less than nine credit hours) based on a review of some or all of the following information:

- a. A quality-point analysis indicating the student-athlete has a greater than 50 percent chance of graduating within five years of initial full-time collegiate enrollment;
- b. Documented compelling mitigating circumstances surrounding the waiver request (Section Nos. 7 and 9); and
- c. Case precedent as established previously by the Academic/Eligibility/Compliance Cabinet Subcommittee on Continuing Eligibility and now by the NCAA Division I Academic Cabinet Subcommittee on Progress-Toward-Degree Waivers.

5. Staff Denials.

The staff is granted the authority to deny waivers of the progress-toward-degree requirement(s) based on a review of the following information:

- a. A 25 percent (or lower) chance of graduation, based on the student-athlete's quality-point analysis;
- b. The absence of mitigating circumstances (Section No. 7);
- c. Any previous reviews of the student-athlete's academic progress through the progress-toward-degree waiver process; and
- d. Clear case precedent warranting denial of the appeal.

6. Documentation.

Institutions are required to provide the following supporting documentation with waiver requests:

- a. Standard documentation (to be provided unless staff indicates otherwise):
 - (1) A completed progress-toward-degree waiver application;
 - (2) Letters or statements from the institution and student-athlete explaining the reasons for the deficiency;
 - (3) Evidence of the compelling mitigating circumstance(s) supporting the waiver request; and
 - (4) A copy of the student-athlete's current official transcript and official transcripts from any previous institutions (print-screen transcripts will not be accepted).
- b. To be provided if needed (or if requested by NCAA staff) to support waiver request:
 - (1) Description of the degree major as found in the academic catalog;
 - (2) Degree audit;

- (3) Current course enrollment list;
- (4) An academic-recovery plan, designed by the institution, that demonstrates how the student-athlete's individual efforts, course schedule planning (including consideration of academic- and athletics-related time demands) and use of academic resources (including appropriate accommodations for any education-impacting disability) will correct his or her academic eligibility deficiencies. An acceptable academic-recovery plan also will demonstrate that the student-athlete is able to graduate within five years of full-time enrollment, and the plan must be signed by both the student-athlete and an institutional representative with academic oversight for the student-athlete;
- (5) An institutional-recovery plan in cases of misadvisement or lack of advisement (Section No. 8); and
- (6) Documentation of an education-impacting disability impacting the student-athlete's academic performance (Section No. 9).

7. Mitigating Circumstances.

- a. Circumstances which may be considered as compelling mitigating circumstances and supported by objective documentation shall include, but are not limited to, the following:
 - (1) Hardship;
 - (a) Situations clearly supported by contemporaneous documentation, which indicate that the student-athlete was unable to complete the progress-toward-degree requirement as a result of significant physical or mental circumstances suffered by the student-athlete, family member or others on whom the student-athlete is dependent;
 - (b) Extreme financial difficulties as a result of a specific event (e.g., layoff, death in the family) experienced by the student-athlete or by an individual on whom the student-athlete is legally dependent, which prohibit the student-athlete from completing the progress-toward-degree requirement(s). The circumstances must be clearly supported by objective documentation (e.g., decree of bankruptcy, proof of termination) and must be beyond the control of the

student-athlete or the individual on whom the student-athlete is legally dependent; and

- (c) Natural disasters (e.g., earthquakes, floods);
 - (2) Restrictive degree programs;
 - (3) Restrictive transfers;
 - (4) Military service, Peace Corps or selective service commission or foreign equivalent, official church mission or pregnancy;
 - (5) Participation in athletics activities as defined by Bylaw 14.2.1.4 (Pan American, World Championships, World Cup, etc.); or
 - (6) Other unforeseen events and/or circumstances beyond the student-athlete's control.
- b. Circumstances that will not be considered as compelling mitigating circumstances may include, but are not limited to, the following:
- (1) Unreasonable reliance by a student-athlete on misinformation from an institutional staff member (e.g., misadvisement) unless accompanied by the documented assertion of misadvisement (Section No. 8); or
 - (2) Failure to follow an academic-recovery plan submitted with a previously approved waiver of the progress-toward-degree requirements (which left the student-athlete deficient for future eligibility certification).

8. Misadvisement.

a. Staff approvals.

The staff is granted the authority to approve waivers of the progress-toward-degree requirement(s) that involve the assertion of misadvisement, lack of advisement or misapplication of progress-toward-degree rules based on review of some or all of the following information:

- (1) Documented misadvisement;
- (2) Reasonable reliance by the student-athlete on the misadvisement;

- (3) The student-athlete's deficiency was the result of his or her reliance on the misadvisement;
 - (4) Reasonable academic-recovery plan for the student-athlete; and
 - (5) Reasonable institutional-recovery plan.
- b. Documentation of misadvisement.
- (1) A written statement of explanation from the person or persons responsible for providing erroneous information or the individual's supervisor. This statement needs to summarize the information given to the student-athlete. In the event the responsible individual is unavailable to submit a statement, the institution must submit a statement from the individual's supervisor including an explanation as to (e.g., no longer employed, etc.).
 - (2) If available, contemporaneous documentation demonstrating misadvice (e.g., notes, phone logs).
 - (3) A written statement from the student-athlete in question demonstrating whether the student-athlete, in good faith, relied on the erroneous information to his or her detriment. The statement should include a chronology of events.
 - (4) A written statement from the institution regarding its actions to educate the student-athlete about the progress-toward-degree requirements.
- c. Institutional-recovery plan.
- (1) Educational initiatives to be conducted by the institution relative to the student-athlete and personnel who have a role in providing academic advisement to student-athletes.
 - (2) Development of corrective actions to ensure that a student-athlete will receive proper academic advisement relative to the evaluation of the student-athlete's degree program and course selection and the evaluation of the student-athlete's transcript to ensure courses are acceptable for satisfying the progress-toward-degree requirements.

- (3) The plan must be signed by the athletics representative with academic oversight for student-athletes, the director of athletics and the faculty athletics representative.

9. Education-Impacting Disabilities.

- a. If requesting a less than full-time enrollment waiver for a student-athlete with an education-impacting disability, written documentation from an appropriate institutional academic authority (e.g., registrar) that the institution has defined the student-athlete's full-time enrollment to be less than 12 hours to compensate for the student-athlete's disability. Note the staff is limited to approving requests for less than full-time enrollment for not less than nine credit hours. Requests for enrollment in less than nine credit hours must be made directly to the Academic Cabinet.
- b. A written copy of the institution's policies and curriculum guidelines applicable to all students with education-impacting disabilities. (Note: The Committee on Progress-Toward-Degree Waivers will not consider appeals in cases in which the institution does not have an established written policy.)
- c. A summary of support services and other accommodations provided by the applicant institution designed to assist student-athletes with education-impacting disabilities, in general, and the student-athlete for whom the waiver is being sought, in particular. This summary normally would be expected to include accommodations provided by the institution with respect to the student-athlete's athletics responsibilities, as well as academic and other support services provided and any institutional accommodations related to adjustments of minimum performance requirements.
- d. Full and complete documentation of the student-athlete's education-impacting disability including:
 - (1) A current diagnosis of the disability, including the results of specific measures or tests that formed the basis of the diagnoses. If specific circumstances of the case indicate that this requirement is unnecessary, a prior diagnosis may be acceptable. (Note: The NCAA staff, committee or cabinet reserves the right to request a second opinion or diagnosis.); and

- (2) A copy of the student-athlete's individual education plan, if applicable.
- e. Contemporaneous medical documentation provided by an individual who is qualified and licensed to diagnose and treat the particular illness (e.g., psychiatrist, psychologist) must be submitted on behalf of student-athletes with psychological or mental health issues (e.g. depression, bipolar disorder).
- f. An institution filing a progress-toward-degree waiver for a student-athlete with an education-impacting disability must identify if it previously filed a disability initial-eligibility waiver request for the same student-athlete.
- If the institution previously submitted a disability initial-eligibility waiver request for the student-athlete, the institution must provide a summary of the support services and/or accommodations that the student-athlete has used at the institution. If the support services and/or accommodations provided differ from the support services and/or accommodations that were described in the student-athlete's initial-eligibility waiver request, the institution must provide a written statement explaining why the support services and/or accommodations changed. If the student-athlete did not use any support services and/or accommodations, the institution must provide a statement explaining why the student-athlete did not use available support services and/or accommodations.

NCAA Division I Progress-Toward-Degree Waivers Quality-Point Analysis

Background.

Based on research used by the NCAA Division I Academic Consultants gathered through the NCAA Academic Performance Census, the NCAA Division I Academics/Eligibility/Compliance Cabinet created quality points as a way to guide staff and committee perceptions of a student-athlete's academic record.

Based on a directive from the NCAA Division I Academics/Eligibility/Compliance Cabinet Subcommittee on Continuing Eligibility, quality points are one of several factors, including mitigating circumstances and size of waiver request, considered by the staff and subcommittee when evaluating a progress-toward-degree waiver request.

The analysis of quality points allows the staff and NCAA Division I Committee on Progress-Toward-Degree Waivers to project a student-athlete's likelihood of graduation within five years through research, rather than basing the decision on prior decisions of the Committee on Progress-Toward-Degree Waivers or the committee members' perception of a student-athlete's academic record.

How to Calculate the Quality-Point Analysis (OPA).

Total number of credits earned times (x) cumulative grade-point average = total quality points.

Example:

Julie earned 40 total credits with a 2.000 grade-point average after attending the institution for two academic years.

Total number of credits earned = 40.

Grade-point average = 2.000.

$40 \times 2.000 = 80$ quality points.

How is the OPA Used?

The staff, after calculating the student-athlete's quality points, will determine the student-athlete's predicated probability of graduation by using the range charts on the subsequent pages:

Range Chart – Semesters.

Quality Points After One Year of Enrollment		Quality Points After Two Years of Enrollment	
Total Predicted Probability of Graduation	Total Quality Points	Total Predicted Probability of Graduation	Total Quality Points
Less than 25%	Less than 29	Less than 25%	Less than 76
Less than 33%	Less than 41	Less than 33%	Less than 91
Above 50%	Above 61	Above 50%	Above 116

Quality Points After Three Years of Enrollment		Quality Points After Four Years of Enrollment	
Total Predicted Probability of Graduation	Total Quality Points	Total Predicted Probability of Graduation	Total Quality Points
Less than 25%	Less than 124	Less than 25%	Less than 174
Less than 33%	Less than 139	Less than 33%	Less than 189
Above 50%	Above 165	Above 50%	Above 215

Examples.

Below are several hypothetical situations to help understand how to calculate quality points for a student-athlete and to identify what the academic record of a student-athlete would look like based on earned quality points.

1. Student-athlete A completed his or her first year of collegiate enrollment and has 16 credit hours with a 1.710 grade-point average:

Based on the student-athlete's quality points, he or she has less than a 25 percent predicated probability of graduating. Student-athlete A has 27.36 quality points (16 credit hours \times 1.710 cumulative grade-point average = 27.36 quality points).

2. Student-athlete B completed his or her second year of collegiate enrollment and has 40 credit hours with a 2.200 grade-point average.

Based on the student-athlete's quality points, he or she has a 25 to 33 percent predicated probability of graduating. Student-athlete B has 88 quality points (40 credit hours \times 2.200 cumulative grade-point average = 88 quality points).

3. Student-athlete C completed his or her third year of collegiate enrollment and has 53 credit hours with a 3.000 grade-point average.

Based on the student-athlete's quality points, he or she has a 33 to 50 percent predicated probability of graduating. Student-athlete C has 159 quality points (53 credit hours \times 3.000 cumulative grade-point average = 159 quality points).

What About Quarter Schools?

The quality-point ranges (QPR) are based on semester hours so quarter hours must be converted into semester hours. Simply multiply the student-athlete's total number of quarter hours by the cumulative grade-point average. The resulting number is then multiplied by $2/3$.

Example:

Jean earned 36 quarter hours in three full-time quarters with a 2.000 grade-point average.

$36 \times 2.000 = 72$ quality points.

$72 \times 2/3 = 48$ quality points (This is the quality point to be compared to the QPR located in the charts.)

Midyear Analysis.

For those waivers in which the student-athlete has a deficiency at midyear (e.g., midyear enrollee, missed term, six-hour deficiency), a midyear QPR must be identified using the range charts.

Example:

Tasha has completed 30 credit hours in three full-time semesters with a 2.500 grade-point average and has 75 quality points. Based on the calculation, the QPR for midyear between years one and two, the student-athlete has a 33 to 50 percent chance of graduating from the certifying institution.

Midyear Range Chart.

Midyear Quality Points During Year One of Enrollment		Midyear Quality Points During Year Two Enrollment	
Total Predicted Probability of Graduation	Total Quality Points	Total Predicted Probability of Graduation	Total Quality Points
Less than 25%	Less than 14	Less than 25%	Less than 52
Less than 33%	Less than 20	Less than 33%	Less than 66
Above 50%	Above 30	Above 50%	Above 88

Midyear Quality Points During Year Three of Enrollment		Midyear Quality Points During Year Four of Enrollment	
Total Predicted Probability of Graduation	Total Quality Points	Total Predicted Probability of Graduation	Total Quality Points
Less than 25%	Less than 100	Less than 25%	Less than 149
Less than 33%	Less than 115	Less than 33%	Less than 164
Above 50%	Above 140	Above 50%	Above 190

What About Transfers?

Generally, for a two-year or a four-year transfer student, two QPAs should be calculated. The first is an overall QPA for all institutions attended. Credits earned at the certifying institution and credits which transferred into the certifying institution are used in the calculation. Credits earned at the previous institution that did not transfer are not used. The second QPA is calculated for the credit hours earned subsequent to enrolling at the institution the student is currently attending. Using this approach, both the student-athlete's overall progress and the progress at the current institution can be considered.

Example:

George attended a two-year college for two years and earned 48 transferable-credit hours. He has attended the certifying institution for one academic year and earned 20 credit hours. His overall grade-point average is 2.300 (the two-year college grade-point average does not transfer to the institution).

$68 \times 2.300 = 156.4$ total quality points.

$20 \times 2.300 = 46$ quality points at the certifying institution.

The total quality points should be compared to the year three (going into year four) QPR in the QPR tables. Based on the QPR tables, the student-athlete has a 33 to 50 percent chance of graduating overall. The certifying institution quality points should be compared to the year one (going into year two) QPR, as the student-athlete has only spent one academic year at the certifying institution. This analysis indicates the student-athlete also has a 33 to 50 percent chance of graduating from the certifying institution.

*NOTE: In situations where the waiver is being filed for a student-athlete in order to meet the one-time transfer exception, a QPA should be conducted for the previous institution, as generally no data exists to conduct a QPA at the certifying institution.