



NCAA International Student Records Committee

Full-Time Enrollment Advisory Opinion Form

NCAA Divisions I and II institutions, per NCAA Bylaw 14.01.1, are responsible for certifying a student-athlete's transfer eligibility. As part of this analysis, the institution must determine whether the student-athlete triggered transfer status, per Bylaw 14.5.2.

As part of this process, the NCAA International Student Records Committee may provide an *advisory opinion* regarding whether a student-athlete enrolled in a minimum, full-time program of studies in any quarter or semester of an academic year at an International institution. An advisory opinion may be provided in the following scenarios:

1. The International institution does not distinguish between full- and part-time enrollment;
2. The International institution considers all students to be enrolled full time, regardless of the number of hours or credits attempted during a quarter or semester; or
3. The Division I or II institution documents written attempts (e.g., email) to contact the International institution's registrar or admissions office without receiving a response.

NOTE: The ISRC will not review documentation to confirm the institution's analysis regarding whether a student-athlete triggered full-time enrollment.

If a scenario above exists and the institution would like to request an ISRC advisory opinion, the institution's compliance office must submit this form (including the student's information below), along with an electronic version of the following documentation, to ec-international@ncaa.org:

1. Copies of the student-athlete's transcripts in native language *and* a certified line-by-line English translation for all quarters or semesters of enrollment at the International institution; and

Note: Evaluations from third-party credential evaluators are not acceptable.

2. Documentation to support that the International institution does not distinguish between full-and part-time enrollment, considers all students to be full time regardless of credits or hours attempted, or did not respond to written attempts from the NCAA member institution.

Student's Name/NCAA ID Number:

International Institution:

Dates of Attendance at International Institution:

Explain the Steps Taken to Contact the International Institution: