

Look Up Registered Students

Do you want to see which students from your high school have registered with the NCAA Eligibility Center? Here's what to do:

- Go to the NCAA Eligibility Center website at www.eligibilitycenter.org.
- From the home page, click "Enter Here" under high school login.
- Enter your high school's six-digit high school (CEEB/ACT) code and PIN code to log in.
- Click on the "Reports" tab and select students using the search criteria.

What's the purpose of looking up your school's the list of registrants?

- The students on the list need your help. Please send (mail or overnight; no faxes accepted) an official transcript to the NCAA Eligibility Center for students who have completed at least six semesters (rising seniors) and for each student who has graduated from your high school. In order for us to perform a preliminary evaluation on these rising seniors, we need an official transcript that shows at least six semesters. In order for us to perform a final evaluation on your graduates, we need the final high school transcript, which needs to show proof of graduation.
- If a student has attended other high schools before coming to your school, see if you have copies of their previous transcripts in your files. If so, please send those to the Eligibility Center, since we cannot use other schools' courses/grades as interpreted and placed on your transcript.
- **BEST PRACTICE:** Add "send in transcripts for graduating seniors" to your housekeeping list of things to do before leaving for the summer. Also, add "send in transcripts for new seniors" to your housekeeping list in August when you get back to school.

What about the current juniors, sophomores and freshmen?

- Students who are currently in their first, second or third year of high school may register with the Eligibility Center; however, we will not do an academic evaluation until we have the following information:
 - Registration and paid fee;
 - Official test score, reported directly from ACT or SAT;
 - A transcript from all high schools attended, for a total of at least six semesters.
- **BEST PRACTICE:** Add "NCAA Eligibility Review" to your list of items to cover in counseling sessions with all student-athletes. Even those who aren't sure if they want to play in college can benefit from a rigorous college preparatory track.

If you have questions, please call the NCAA Eligibility Center toll free on our high school line: 877/622-2321.