



## Administrator and Accordance Statement

Please complete the administrator and accordance statement below. Be sure to indicate the student's name and NCAA ID number on the form. Once completed, email the form to the NCAA Eligibility Center at [ec-processing@ncaa.org](mailto:ec-processing@ncaa.org).

**Please note:** All submitted documents must come from the home school administrator's email address listed on this form.

I served as the home school administrator for \_\_\_\_\_ (Student Name)/  
\_\_\_\_\_ (NCAA ID number).

Please indicate exactly how you administered the program. (Check all that apply.):

- Taught the courses
- Awarded grades and credits
- Evaluated the coursework
- Managed the home school program

**Home School Administrator Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Relationship to Student** (Please check one.):

- Mother       Father       Guardian       Other

If other, please explain: \_\_\_\_\_  
\_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Home School Administrator Email:** \_\_\_\_\_

I affirm that the home school was conducted in compliance with the laws of the state of \_\_\_\_\_ . I am also attaching supporting documentation.

I affirm that student above was home schooled for grade(s) (please check all that apply).

- 9th       10th       11th       12th

Start date of ninth grade: \_\_\_\_\_ (m/d/yyyy)

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

*Incomplete or unsigned forms will be viewed as unofficial and will not meet the requirement of official document submitted for NCAA certification purposes.*