

Appendix A

FHSAA Eligibility Rules-in-Brief

Coaches must understand that these rules-in-brief are general statements only. Complete eligibility rules are contained in Article 11 of the FHSAA Bylaws. See your principal or athletic director if you have questions or need further explanation of details and exceptions.

To be eligible to represent your school in interscholastic athletics, a student-athlete:

1. Must be regularly enrolled and in regular attendance at your school. If the student is a home education student or attend a charter school that is not a member of the FHSAA, the student must declare in writing his/her intention to participate in athletics to the school at which he/she is permitted to participate prior to the first day of practice. (FHSAA Bylaw 11.1)

2. Must enroll in school within 10 days of the beginning of each semester to be eligible during that semester. If not, the student must make up all work missed and be in attendance a minimum of one day for each day missed due to late enrollment before your principal can declare the student eligible. (FHSAA Bylaw 11.1)

3. Must maintain a cumulative 2.0 grade point average on a 4.0 unweighted scale through the end of the previous semester as required by Florida Statutes. This GPA must include all courses taken since the student entered high school. Sixth-graders, seventh-graders and eighth-graders must have been regularly promoted from the previous grade, carry a normal class load, do satisfactory classroom work and maintain a satisfactory conduct record. (FHSAA Bylaw 11.2)

4. Must not have graduated from any high school or its equivalent. (FHSAA Bylaw 11.2)

5. Must participate at the school in which the student first enrolls, or at which the student first takes part in an athletic practice, at the beginning of the school year. (FHSAA Bylaw 11.3)

6. Must transfer from his/her previous school prior to the first day of practice and secure an "Application for Waiver of the Transfer Rule" signed by the principal of both the previous school attended and your school. If the student transfers on or after the first day of practice in a sport the student cannot participate in that sport. If the student transfers from a school at which he/she was ineligible because of disciplinary action or unsatisfactory conduct, the student will be ineligible at your school for one full semester. If the student participates on a non-school team (i.e. AAU, American Legion, club settings, etc.) that is affiliated with or coached by a coach from a school other than the one the student attends, or has attended, and then enrolls in that school, it will be assumed the student has been recruited to attend that school or transferred to that school for athletic reasons and the student will be ineligible there for one year. If the student transfers to a school that his/her coach has relocated to within the past

year, it will be assumed the student transferred to that school for athletic reasons and he/she will be ineligible there for one year. (FHSAA Bylaw 11.4)

7. Must not have enrolled in the ninth grade more than four school years ago. If the student is a sixth-grader, seventh-grader or eighthgrader, he/she must not have participated in an earlier school year in the grade in which he/she is currently enrolled. (FHSAA Bylaw 11.5)

8. Must be less than 19 years 9 months old to participate in high school; 16 years 9 months old to participate in junior high school; and 15 years 9 months old to participate in middle school. On the day the student reaches one of these ages – regardless of when that day is – the student will become ineligible to participate on that level. (FHSAA Bylaw 11.6)

9. Must get signed permission to participate from his/her parents or guardian on a form provided by the school. (FHSAA Bylaw 11.7)

10. Must undergo a physical evaluation and be certified as being physically fit for interscholastic athletic competition. The physical evaluation form is valid for one calendar year from the date of the practitioner’s signature. (FHSAA Bylaw 11.8)

11. Must be an amateur. This means the student must not accept money, gift or donation for participating in a sport, or use a name other than his/her own when participating. (FHSAA Bylaw 11.9)

12. Must not participate in an all-star contest in a sport prior to completing his/her high school eligibility in that sport. (FHSAA Bylaw 11.10)

13. Must display good sportsmanship and follow the rules of competition before, during and after every contest in which he/she participates. If not, the student may be suspended from participation for a period of time. (FHSAA Bylaw 11.11)

14. Must not provide false information to his/her school or to the FHSAA to gain eligibility. (FHSAA Bylaw 11.12)

Appendix B

NFHS Interstate/International Sanctioning Procedures

NOTE: The interscholastic community urges event sponsors to schedule interstate competition in a manner that minimizes the amount of time student participants will be absent from the regular school day.

1. Events that Require NFHS Sanctioning.

(a) Any interstate event involving two (2) or more schools which is co-sponsored by or titled in the name of an organization outside the high school community (e.g., a university, a theme park, an athletic shoe/apparel company). Competition involving bordering states, and all other configurations of interstate competition not requiring the sanction of the NFHS office, shall be sanctioned by the state associations involved according to their own procedures.

(b) Non-bordering events if five (5) or more states are involved.

(c) Non-bordering events if more than eight (8) schools are involved.

(d) Any event involving two (2) or more schools that involves a team from a foreign country. The host school should complete the international sanction application.

(The exceptions to this rule are Canada and Mexico which are considered “bordering states.”)

2. **Request for Sanction.** Only a member school of an NFHS member state association, or a school approved by such an association, or such an association itself, is eligible to request sanctioning through the NFHS Interstate Sanctioning Program. Any event seeking NFHS sanction must be sponsored by a member high school, approved high school or state association.

3. **Interstate Competition.** Interstate competition occurs when either teams or individuals who represent their schools travel across state lines to participate in competitive sports events, including but not limited to such events as “shoot-outs,” “showcases,” “round-robin tournaments,” etc. Subject to Paragraph 3, no sanction is required from the NFHS office if all competing schools, regardless of the number of competing schools, are from states that border the host state.

4. **Timelines/Fees.** This application for sanction should be sent to the state association of the host school ninety (90) calendar days or more prior to the event and must be accompanied by the host schools processing fee of **\$100**, check or money order, per application made payable to the NFHS. Do not send cash. The sanction application must be received in the NFHS office sixty (60) calendar days or more prior to the event. The late fee for any application that arrives in the NFHS office 15-59 calendar days prior the event will be **\$50** for a total of **\$150**. If the application arrives in the NFHS office less than 15 calendar days prior the event, the late fee will be **\$150 plus a \$50 penalty for not forwarding the final list of actual entries for a total application fee of \$300. The penalty fee for not forwarding the final list of actual entries to the NFHS office twenty (20) calendar days prior to the event will be \$50. If the NFHS does not receive the late fees within five (5) calendar days prior to the event, the event will not be sanctioned, and the meet director will be notified they**

are running a non-sanctioned event. There is no processing fee for International Athletic Competition applications.

5. Names and Addresses of Invited/Participating Schools. All sanction requests submitted to the NFHS office must be accompanied by the names and addresses of all invited/participating schools. In the case of cross country and track & field events, the host school will complete the sanction application and forward it to the host state association office so that it will arrive at the NFHS office 60 days or more prior to the event. The list of schools will be due to the NFHS office ten (10) days prior to the event. If the list is not received ten (10) days prior to the event, the application for sanction will be disapproved, and the meet director will be notified that they are running a non-sanctioned event.

6. Equal Treatment. Schools participating in interstate competition, as well as the schools' employees and agents, shall be treated equally. Examples of such shall include, but not be limited to, the following:

(a) reduction or waiver of entry fee for one school must result in a reduction or waiver of entry fee for all schools;

(b) appearance fee paid to one school must result in an equal amount of appearance fee paid to all participating schools;

(c) expense reimbursements, if any, must result in equivalent payments to all participating schools, subject to reasonable adjustments for differing distances traveled;

(d) share of proceeds/gate paid to one school must result in equal share of proceeds/gate paid to all participating schools.

NFHS Bylaw 17 provides that each member state association shall approve and receive NFHS approval for competition by a member school against a school from a foreign country, except for two (2) school and three (3) school competition with a school or schools from Canada or Mexico which necessitates a round trip of less than 600 miles.

7. NFHS Web Site. Information regarding the status of an event that has requested NFHS Sanctioning will be posted at www.nfhs.org/sanctioning.htm. If you have any questions regarding the status of your event, please contact the NFHS Sanctioning Department at (317) 972-6900 Monday-Friday, 8 a.m.-4:30 p.m. Eastern Time.

8. Financial Report. When NFHS sanction is required, the host school shall submit a financial report about the event to the NFHS on the accompanying form within ninety (90) calendar days of the completion of the event. The FHSAA Office will provide the host school/organization with the appropriate NFHS financial report form once the event has been sanctioned.

If a state association, rather than a school, sponsors or cosponsors the event, it should submit the financial report. For additional financial report forms, contact your state high school association or the NFHS.

Appendix C

Guidelines for Filing of Financial Reports and Payment of Revenue Shares

WHO MUST FILE?

Financial Report forms must be filed by the host for all preseason and regular season sanctioned events for which you are required to file an application for approval (sanction) with the FHSAA Office in the sanctioned sports of cross country, football, swimming & diving, track & field and boys weightlifting. Financial Report forms must be filed in these sports even if there was no revenue from the event. Forms are not filed in the sanctioned sports of baseball, basketball, golf, soccer, softball, girls volleyball, tennis and wrestling or in the recognized sports of bowling, competitive cheerleading, fall soccer, flag football, lacrosse, boys volleyball, water polo and girls weightlifting. Financial Report forms must be filed for all FHSAA State Series events hosted by your school in all sports.

WHERE DO I LOCATE FORMS AND WHAT DO I ATTACH?

Forms are located on the FHSAA web site. For district and regional events, the FHSAA State Series Event Pass Gate Log (Form AT10) must be attached to the financial report form before filing with the FHSAA.

WHEN ARE REPORTS AND PAYMENTS DUE AND ARE THERE PENALTIES FOR LATE FILING?

Reports must be received in the FHSAA Office no later than three weeks (21 calendar days) from the date of the event. Payment is required along with the report. Financial Report forms received and/or paid more than 30 days from the event date will be subject to a late filing/payment fee of \$50, more than 60 days a \$75 late fee, and more than 90 days a \$100 late fee.

WHAT ARE THE RULES REGARDING THE CHARGING OF ADMISSION?

- **Preseason & Spring Jamborees:** The admission price in all sports shall be determined by the host school.
- **Preseason & Spring Classics:** The admission price in all sports with the exception of football shall be determined by the host school.
- **Invitational Tournaments & Meets:** The admission price in all sports shall be determined by the host school.
- **District & Regional Events:** Admission must be charged to all district and regional events in the amount specified in the FHSAA Handbook and sport specific manuals. If the admission price charged is different from what is required in the FHSAA Handbook and sport specific manuals, written approval is required by the Executive Director or his/her designee in advance of the event.

The “Financial Reporting and Accounting Page” on the FHSAA web site (www.fhsaa.org/finance) has a schedule that lists admission price requirements in all sports.

HOW DO I CALCULATE LOSS REIMBURSEMENTS?

(District and Regional Events Only)

Step 1: Complete the Financial Report form, calculating Total Gate Receipts and Total Expenses. (Excluding FHSAA share.)

Step 2: Calculate Net Profit or Net Loss (total gate receipts less total expenses). (Excluding FHSAA share.)

Step 3: If Net Profit is \$250 or less: host keeps all profit; no disbursement to FHSAA; and no disbursement to visitor(s).

If Net Profit is greater than \$250: pay FHSAA share according to Financial Report form; pay visitor(s) according to Financial Report form; payments to FHSAA and visitors are a percentage of total gate receipts, not net revenue.

If Net Loss is \$350 or less: no disbursement to FHSAA; no disbursement to visitor(s); host school will receive reimbursement from FHSAA for net loss.

If Net Loss is greater than \$350: no disbursement to FHSAA; no disbursement to visitor(s); will receive reimbursement from FHSAA for \$350.

The reimbursement from the FHSAA for losses should be shared with visiting school(s) if an agreement was made in advance to share in a loss from the event.

To receive any reimbursement to which it is entitled:

1. The host school must charge the required admission price;
 2. The host school must sell numbered tickets and account for all tickets sold in the ticket manifest section of the financial report form;
 3. The host school must file a financial report form so that it is received in the FHSAA Office within 21 calendar days of the completion of the event;
 4. The host school must provide supporting documentation for all expenses claimed.
 5. The host school must submit with the financial report form the FHSAA State Series Contest Pass Gate Log(s); and
 6. The host school must be in compliance with all policies for the event.
- Refunds of less than \$5 will not be made. Shortages of less than \$5 will not be collected.

Appendix D

2008-09 State Series Assignments

(as of printing date; for up-to-date information, see FHSAA.org)

(X-denotes District Coordinator)

Class 2A

117 schools

Student population: 1633-4742

SECTION 1

(13 schools)

Choctawhatchee (Fort Walton Beach)
Crestview
Escambia (Pensacola)
Fort Walton Beach
Milton
Mosley (Lynn Haven)
Navarre
Niceville
Pace – X
Pine Forest (Pensacola)
Tate (Cantonment)
Rutherford (Springfield)
Washington (Pensacola)

SECTION 2

(14 schools)

Bartram Trail (Jacksonville)
Buchholz (Gainesville)
Chiles (Tallahassee)
Columbia (Lake City) – X
Eastside (Gainesville)
Fleming Island (Orange Park)
Gainesville
Leon (Tallahassee)
Lincoln (Tallahassee)
Middleburg
Nease (Ponte Vedra Beach)
Orange Park
Palatka
Ridgeview (Orange Park)

SECTION 3

(15 schools)

DeLand
Deltona
Flagler Palm Coast (Bunnell)
Hagerty (Oviedo)
Lake Brantley (Altamonte Springs)
Lake Howell (Winter Park)
Lake Mary
Lyman (Longwood)
New Smyrna Beach
Oviedo
Pine Ridge (Deltona)
Seabreeze (Daytona Beach)
Spruce Creek (Port Orange) – X
Winter Springs
Seminole (Sanford)

SECTION 4

(14 schools)

Belleview
Central (Brooksville)
East Ridge (Clermont)
Forest (Ocala) – X
Lake Weir (Ocala)
Land O'Lakes
Leesburg
Mitchell (New Port Richey)
Ridgewood (New Port Richey)

River Ridge (New Port Richey)
South Lake (Groveland)
Springstead (Spring Hill)
Vanguard (Ocala)
Wesley Chapel

SECTION 5

(16 schools)

Apopka
Boone (Orlando)
Colonial (Orlando)
Cypress Creek (Orlando)
Dr. Phillips (Orlando) – X
Edgewater (Orlando)
Evans (Orlando)
Freedom (Orlando)
Oak Ridge (Orlando)
Ocoee
Olympia (Orlando)
Timber Creek (Orlando)
University (Orlando)
Wekiva (Apopka)
West Orange (Winter Garden)
Winter Park

SECTION 6

(14 schools)

Auburndale
Celebration
Gateway (Kissimmee)
George Jenkins (Lakeland)
Haines City
Kathleen (Lakeland)
Lake Gibson (Lakeland)
Lake Region (Eagle Lake) – X
Lakeland
Liberty (Kissimmee)
Osceola (Kissimmee)
Poinciana (Kissimmee)
St. Cloud
Winter Haven

SECTION 7

(12 schools)

Bayshore (Bradenton)
Booker (Sarasota)
Charlotte (Punta Gorda)
Lakewood Ranch (Bradenton)
Manatee (Bradenton) – X
North Port
Palmetto
Port Charlotte
Riverview (Sarasota)
Sarasota
Southeast (Bradenton)
Venice

SECTION 8

(19 schools)

Atlantic (Delray Beach)
Boca Raton
Boynton Beach
Dwyer (Palm Beach Gardens)
Forest Hill (West Palm Beach)
John I. Leonard (Greenacres)
Jupiter
Lake Worth

Martin County (Stuart)
Palm Beach Central (Wellington)
Palm Beach Gardens
Palm Beach Lakes – X
Park Vista (Lake Worth)
Royal Palm Beach
Santaluces (Lantana)
Seminole Ridge (Loxahatchee)
South Fork (Stuart)
Spanish River (Boca Raton)
Wellington

Class 1A

125 schools

Student population: 1-1632

SECTION 1

(17 schools)

Arnold (Panama City Beach)
Baker
Bay (Panama City)
Bozeman (Panama City)
Chipley
Freeport
Graceville
Gulf Breeze
Marianna
Northview (Bratt) – X
Pensacola
Pensacola Catholic
Rocky Bayou (Niceville)
South Walton (Santa Rosa Beach)
Vernon
Walton (DeFuniak Springs)
West Florida (Pensacola)

SECTION 2

(14 schools)

Altha
Blountstown
East Gadsden (Havana)
Florida (Tallahassee)
Godby (Tallahassee)
Jefferson County (Monticello)
Liberty County (Bristol)
Maclay (Tallahassee)
Madison County (Madison)
Port St. Joe – X
Rickards (Tallahassee)
Taylor County (Perry)
Wakulla (Crawfordville)
Wewahitchka

SECTION 3

(20 schools)

Baker County (Glen St. Mary) – X
Bishop Kenny (Jacksonville)
Bishop Snyder (Jacksonville)
Bolles (Jacksonville)
Bradford (Starke)
Clay (Green Cove Springs)
Creskide (St. Johns) *[new school]*
Episcopal (Jacksonville)
Fernandina Beach
Hilliard

Keystone Heights
Matanzas (Palm Coast)
Menendez (St. Augustine)
Ponte Vedra [new school]
Providence (Jacksonville)
St. Augustine
Trinity Christian (Jacksonville)
Union County (Lake Butler)
West Nassau (Callahan)
Yulee

**SECTION 4
(14 schools)**

Dunnellon
Fort White
Hamilton County (Jasper)
Hawthorne
Interlachen
Newberry
North Marion (Citra)
Oak Hall (Gainesville)
Santa Fe (Alachua)
Suwannee (Live Oak)
Trinity Catholic (Ocala)
West Port (Ocala)
Wildwood
Williston – X

**SECTION 5
(17 schools)**

Calvary Christian (Clearwater)
Citrus (Inverness)
Citrus Park Christian (Tampa)
Clearwater Central Catholic
Crystal River
Gulf (New Port Richey)
Hernando (Brooksville)
Hudson
Indian Rocks Christian (Largo)
Lecanto
Nature Coast (Brooksville)
Northside Christian (St. Petersburg)
Pasco (Dade City)
South Sumter (Bushnell)
Sunlake (Land O'Lakes)
Wiregrass Ranch (Wesley Chapel)
Zephyrhills – X

**SECTION 6
(17 schools)**

Agape Christian (Orlando)
Atlantic (Port Orange)
Bishop Moore (Orlando)
Crescent City
Eustis
First Academy (Orlando)
Harmony – X
Jones (Orlando)
Lake Highland Prep (Orlando)
Mount Dora
Pine Castle Christian (Orlando)
Tavares
Taylor (Pierson)
Trinity Prep (Winter Park)
Umatilla
Villages
Warner Christian (South Daytona)

**SECTION 7
(17 schools)**

Avon Park
Bartow
Braden River (Bradenton)
Cardinal Mooney (Sarasota)
DeSoto County (Arcadia) – X

Fort Meade
Frostproof
Hardee (Wauchula)
Lake Placid
Lake Wales
Lakeland Christian
Lemon Bay (Englewood)
Mulberry
Port St. Lucie
Ridge Community (Davenport)
Sebring
Tenoroc (Lakeland) [new school]

**SECTION 8
(9 schools)**

American Heritage (Plantation)
Florida Air (Melbourne)
Glades Central (Belle Glade)
Jensen Beach
LaBelle
Pine Crest (Fort Lauderdale) – X
Ransom Everglades (Miami)
St. Edward's (Vero Beach)
Suncoast (Riviera Beach)

Independent

(9 schools)

Bell
Bronson
Chieffand
Dixie County (Cross City)
Doral (Miami)
Jay
Kissimmee Christian
Olympic Heights (Boca Raton)
Trenton

Notes

Directions to Robert W. Hughes FHSAA Building

The Robert W. Hughes FHSAA Building is located in west Gainesville at 1801 NW 80th Blvd, which runs parallel to the west side of Interstate 75. Take exit 387, SR 26 (Newberry Rd), west to Fort Clarke Blvd, turn right. Proceed north approximately 1/2 mile to NW 15th Pl, turn right. Follow NW 15 Pl 1/4 mile where it will curve sharply left and become NW 80th Blvd. Continue on NW 80th Blvd. It will dead end into the entrance to the FHSAA drive.

