

**STUDENT EXTRACURRICULAR ACTIVITY ELIGIBILITY -  
ACADEMIC EXPECTATIONS PROCEDURES**

Determining Academic Eligibility – High School

At the beginning of a new season or activity all students interested in participating will have their academic transcript reviewed by the Athletic Office or the Student Activities Office.

The following identifies which set of grades will be used to determine eligibility for each season:

	End Q1	End Q2	End Q3	End Q4
Quarter classes	Q1 only-final grade	Q2 only-final grade	Q3 only-final grade	Q4 only-final grade
Semester classes	S1 only-progress grade	S1 only-final grade	S2 only-progress grade	S2 only-final grade
FY classes	Progress grade	Progress grade	Progress grade	Final grade
<b>Determines eligibility</b>	<b>Finish fall season Start winter season</b>	<b>Finish winter season Start spring season</b>	<b>Finish spring season</b>	<b>Start fall season</b>

If a student has more than one non-passing grade (F, NC, Incomplete, Fail), the student is academically ineligible.

If a student has no more than one non-passing grade (F, NC, Incomplete, Fail), use the below scale to determine if a student has maintained a “C-” average. Use the scale to assign each letter a value (if numeric grades are available, use those). Determine the average of all courses. The average must be a 2.0 or above to meet the C- requirement.

A+	A	A-	B+	B	B-	C+	C	C-	D	F, Fail	NC	IN
4	3.75	3.5	3.25	3	2.75	2.5	2.25	2	1	0	0	0

If it is determined that a student is academically ineligible, he/she may apply for a waiver to the principal or designee. See attached Waiver Application Form (High School Only)

A student may only apply for a waiver prior to the start of a season or activity. A student who becomes academically ineligible mid-season/activity will not be eligible to apply for a waiver and participation in the activity will cease immediately.

Determining Academic Eligibility – Middle School

**When progress reports and report cards are distributed:** If a student has more than one F, the student is academically ineligible and may no longer participate in a current activity or begin a new one.

- **Progress Reports:** If a student is removed from a current activity due to progress report grades, he/she may return to that program once grades have improved to meet eligibility.
- **Report Cards:** A student is ineligible to participate in any new program until academic eligibility is reevaluated at the next trimester’s report card.

**High School Only:** If a student is denied an academic waiver prior to the start of a season, he/she may appeal to the Director of Student Services. See attached Appeal Form.

**Attachments:**

Academic Waiver Request – High School (2 pages), Appeal Form for Academic Eligibility (2 pages)

Board Approved: 08/31/2015 [Replaces POPPS JJJ]  
 R/Board Approved: 05/09/2016  
 Board Approved: 08/26/2019

**ACADEMIC WAIVER REQUEST – HIGH SCHOOL**

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Student must meet the Nashua School District academic eligibility requirements to participate in any extracurricular activity. Student-athletes must also meet all NHIAA eligibility requirements.

Nashua School District Policy JJJA states:

*“To be eligible for extracurricular activities a high school student athlete and/or student participating in an activity with a contracted advisor must have, for the prior grading period, an overall “C-” average and have earned no more than one non-passing grade (F, NC, Incomplete, Fail) during that prior grading period. A student must be enrolled in a minimum of three courses for a grading period.”*

The grades used to determine eligibility are outlined below:

	End Q1	End Q2	End Q3	End Q4
Quarter classes	Q1 only–final grade	Q2 only–final grade	Q3 only–final grade	Q4 only–final grade
Semester classes	S1 only–progress grade	S1 only–final grade	S2 only–progress grade	S2 only–final grade
FY classes	Progress grade	Progress grade	Progress grade	Final grade
<b>Determines eligibility</b>	<b>Finish fall season Start winter season</b>	<b>Finish winter season Start spring season</b>	<b>Finish spring season</b>	<b>Start fall season</b>

NOTE: F, NC, Incomplete, and Fail are considered non-passing grades.

An Academic Waiver may be requested if *serious and extenuating circumstances* beyond the student’s control contributed to the academic difficulties and that participation in the desired extracurricular activity is not likely to result in continued academic deficiencies.

The student should follow these steps if found to be academically ineligible and wishes to apply for a waiver:

1. Obtain a copy of your most recent report card.
2. Complete the application on the reverse side of this paper.
3. This application will include a statement explaining why you believe you should be granted an academic waiver. The statement should include the serious and extenuating circumstances beyond your control that contributed to your academic difficulties.
4. Applications **MUST** be received **prior** to the start of an athletic season or activity.

After receiving the application and letter the following steps will be taken by the school:

1. All waiver applications will be screened by the Principal or his/her designee and the Athletic Director or Activities Coordinator. Waivers may or may not be granted at the conclusion of the screening process.
2. Students will be notified to set up a meeting to discuss the application.
3. After the meeting, the student and parents will be contacted regarding a decision.

**Important notes regarding academic waivers:**

- Repeat waivers will not be granted by the principal or athletic director/activities coordinator.
- Waivers will **not** be granted mid-season.
- Students receiving waivers will be required to submit weekly progress reports to the athletic or activities office. If at any time these progress reports are not demonstrating positive academic performance, the student may become ineligible for a period of time and/or the remainder of the season.
- Students who lose their eligibility based on NO CREDIT and are actively engaged in post-course recovery, may be reinstated to their team, if the grade is recovered within a reasonable amount of time. Refer to NSD Policy ILBAA-R Competency Assessment Regulations and Procedures.

**ACADEMIC WAIVER REQUEST – HIGH SCHOOL**

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**STUDENTS SHOULD UNDERSTAND THAT IT IS A PRIVILEGE TO PARTICIPATE IN HIGH SCHOOL INTERSCHOLASTIC ATHLETICS AND EXTRACURRICULAR ACTIVITIES BUT THAT ACADEMICS MUST BE THEIR TOP PRIORITY.**

**Student name:** \_\_\_\_\_ **Grade:** 9 10 11 12

**School:** NORTH SOUTH **Sport/Activity:** \_\_\_\_\_

**Season:** FALL WINTER SPRING FULL YEAR

**Which part of the academic eligibility requirement was not met?**

More than one non-passing grade (F, NC, Incomplete, Fail) Lower than C- average

**This statement is to be written by the student.**

**What serious or extenuating circumstances occurred during the previous grading period that contributed to your difficulties? What steps have you taken to improve these circumstances? What do you need to help you succeed during this waiver period? (Attach another page if additional space is needed)**

**Signatures**

Student: \_\_\_\_\_ Date: \_\_\_\_\_

Parent: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED**

**DENIED**

Athletic Director/Activities Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_

Principal/Designee: \_\_\_\_\_ Date: \_\_\_\_\_

**APPEAL FORM FOR ACADEMIC ELIGIBILITY FOR HIGH SCHOOL STUDENTS  
ATHLETICS AND EXTRACURRICULAR ACTIVITIES**

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If a student has been denied an academic waiver, he/she may appeal to the Nashua School District Director of Student Services.

- ✓ Complete both page 1 and 2 of this form.
- ✓ Submit to school's Main Office for review by the Director of Student Services.
- ✓ All appeal forms must be received within five days of the receipt of that decision.
- ✓ Once a decision has been made, a copy of this form will be sent to the parent/guardian with a letter stating the status of the student's eligibility.

Student name: \_\_\_\_\_ Date of Waiver Denial: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_ Age: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Home address: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Sport/Activity: \_\_\_\_\_ Coach/Advisor: \_\_\_\_\_

Reason for request: *please list any special circumstances or condition, which may have contributed to your academic ineligibility and why you believe the Director of Student Services should overturn the school's decision (include additional paper if necessary):*

Parent signature: \_\_\_\_\_ Student signature: \_\_\_\_\_

**APPEAL FORM FOR ACADEMIC ELIGIBILITY FOR HIGH SCHOOL STUDENTS  
ATHLETICS AND EXTRACURRICULAR ACTIVITIES**

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*No Academic Eligibility Appeals will be considered without a thorough student response to the following:*

In the space below, please write a detailed explanation about what you plan to do to correct your current academic situation. Be sure to include what is causing your current situation and the specific modification(s) you will follow to correct the problem. Attach additional paper if necessary.

*The Director of Student services will consider the following when contemplating the appeal.  
Check if acceptable:*

- Did the student address their current problem thoroughly?
- Did the student give an accurate and detailed plan with specific modifications to correct the current problem?
- Did the student demonstrate a genuine desire to correct the problem?
- Is the above plan thorough and comprehensive enough to actually make a difference?

**Appeal Decision**

The Director of Student Services' decision to waive academic eligibility criteria:

**APPROVED**

**DENIED**

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

Date: \_\_\_\_\_