

high school. The NCAA # (9999) is listed in the testing company's list for score recipients. Tests should be taken for the first time no later than the spring of the junior year of high school.

4. Upon registering with the NCAA Eligibility Center, the student will receive a response e-mail with a PIN #. The student must keep this pin number as he/she will need it to periodically check the Eligibility Center site for status updates until after he/she has enrolled in college.
5. The student must return to the Eligibility Center site after April 1 to finalize the Amateurism questions and sign the form electronically. Until this is done, the student is not certified for Amateurism.
6. Student-Athletes must register with the Eligibility Center themselves. Parents, coaches, and other personnel cannot do this for the student-athlete. And, the student must use a valid and current e-mail address as that is the only way the NCAA has to communicate with the student. Changes to e-mail address will prevent information from reaching the student and could delay eligibility certification.
7. Student-Athletes must remember that there are about 150,000 other high school students also registering with the Eligibility Center each year. And, with the addition of non-Division I or Division II college transfers also registering for the Amateurism certification, the Eligibility Center usually needs 6 – 8 weeks to begin the certification process after all needed items have been received.

In the summer when final high school transcripts begin arriving in mid-May, student-athlete files are processed in the order in which all needed items have been received and based on the date that the university/college has added the student to their IRL (Institutional Request List). Students must keep checking on their eligibility status until a final decision on both their academic and amateur status has been determined. It takes about 10 days from the time a final high school transcript arrives at the Eligibility Center before it is put into the student's file for evaluation.

8. Fall sport athletes should have all final eligibility certifications completed by August 1 prior to starting college classes. Winter and spring sport athletes also should try to have their certifications completed by August 1.