



**Play Collegiate Golf**

"creating academic and athletic success"

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## ***Understanding the NCAA Clearinghouse Process and Becoming Eligible for Competition***

*Ensure you complete the eligibility process correctly and do so during your Junior year in high school*

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Athletes interested in competing at the NCAA Division I and II levels must register with the Eligibility Center to officially declare their prospective student-athlete status. Registration should occur during the Junior year in high school. However, it begins during the Freshman and Sophomore years when students should be selecting academic classes found on the NCAA List of Approved Courses. During the Senior year in high school, students should make it their responsibility to work with an academic counsellor who will help them send off the necessary paperwork in a timely manner.

There are two steps in registering with the NCAA Eligibility Center. The first step is completing the Student Release Form. The second step is much more encompassing, involving seven sections of information that must be entered into the NCAA website. There is a fee associated with the Eligibility Center. At the start of your Junior year in high school, complete the following tasks in a timely manner.

- Register with the Eligibility Center at [www.ncaaclearinghouse.net](http://www.ncaaclearinghouse.net) and complete the amateur questionnaire
- Register to take the SAT, ACT, or both, and use the Eligibility Center code "9999" as a score recipient
- Double check with your academic counsellor that you are taking courses that match your high school's NCAA List of Approved Core Courses
- Request that your academic counsellor send an official transcript to the Eligibility Center after completing your Junior year
- Follow-up with the Eligibility Center and ensure that all your information is available and correct as you begin your Senior year in high school

The Student Release Form and amateurism questionnaire is available online and should be filled out at the start of your Junior year. Pay the registration fee; you may only register online and may only pay via credit card or debit card. The following steps will begin the sign-up process:

1. Select Prospective Student-Athlete.
2. Print out Copy 1 and Copy 2 of the Transcript Release Form.
3. Sign the Transcript Release Forms and give them both to your high school counselor.

*Remember...it is your responsibility to make certain that the Eligibility Center has all the information necessary for your certification with the NCAA!!!*

Once this is completed, the form will direct you through seven sections of information gathering.

1. Student Information – Add information accurately and include an email address that is checked frequently because all correspondence will be sent to that address.
2. High School You Now Attend – Name, address, and high school code needs to be inputted, along with graduation date. High school code can be found on the website by clicking on Prospective Student Athlete and then List of Approved Core Courses.
3. Schools You Previously Attended – Add any schools you attended during 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grades.
4. Selected Anticipated Enrollment Period and Sports You Plan on Participating In – Select the semester and year you will begin college. Select “Golf” from the sports’ menu.
5. Eligibility Center Communication Method – All communication will be via email. Provide an email account that you check regularly to ensure you keep informed.
6. Personal Identification Number (PIN) – Create a four digit PIN to be used when logging into the Registered Student Login page once this initial information is inputted.
7. Authorization Signature – Examine the entire document. If you are under the age of 18 a parent or legal guardian must also sign where appropriate.

Make sure you complete the eligibility information on time! Delaying this process can cost you one or more years of playing time at the institution of your choice. It definitely is an important process that must be done in a timely fashion if you want to be recruited by college golf coaches.

Good luck

*Dr. Fleming*

*Dr. Bruce Fleming is the founder of Play Collegiate Golf, created to mentor young women and men interested in continuing their competitive golf careers at institutions that support their academic, athletic, and personal goals.*

*For more information please visit [playcollegiategolf.com](http://playcollegiategolf.com)*

## Get The Most Out of Your Academic Time

### College Survival Tip



Studying doesn't have to be in long and specific blocks of time. If you find yourself with 20 minutes between classes, use the time effectively. Review what you just learned in the previous classes and make sure you really comprehend the various points the professor made during the lecture. Rewrite your notes or jot down some questions for the professor to ask during office hours. If you have more time, spend some of it prepping for your next class. Review the chapter headings you have read and write down some key questions or thoughts you might have. If the professor begins to talk about them they will be easily recognizable and trigger you to pay greater attention to material that most likely will be on the next test!