

Athletic Eligibility

Utilize this document to set up LEA and School level requirements to generate reporting for eligible athletes, scholar athletes and scholar teams in compliance with the North Carolina High School Athletic Association (NCHSAA). More information on Athletic Eligibility, Scholar Athlete Individual and Scholar Athlete Team can be found on the NCHSAA website, <http://www.nchsaa.org/>.

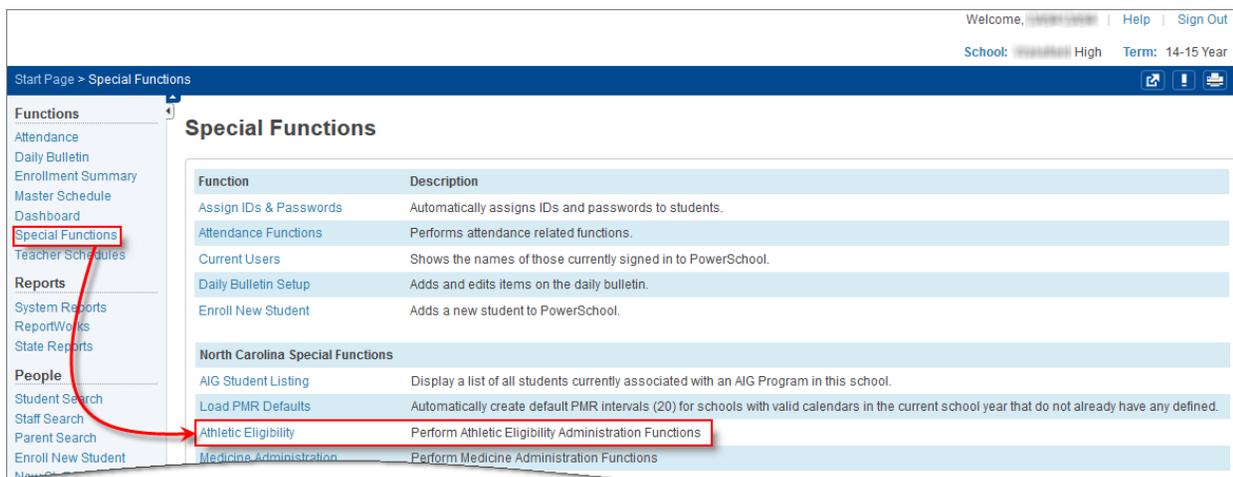
LEA Level

Team/Group Management and Reports are available at the LEA level. Teams can be created/deleted and team members can be added and/or removed at this level. Athletic Eligibility, Scholar Athlete Individual and Team, Student Marks and Student Physical Exam reports can be generated at the LEA level.

Note: Athletic Eligibility functions are preferable school level functions. This document will focus on AE at the school level.

School

Navigation: Start Page > Special Functions > North Carolina Special Functions section > Athletic Eligibility



Athletic Eligibility

School-Level Settings

On the **Athletic Eligibility Administration** screen, select **School -Level Settings** and complete the following fields IF your school uses GPA for Athletic Eligibility. The NCHSAA does not require a minimum GPA for Athletic Eligibility:

Option	Value
Age Rule Date	08/30/2014
Local Spring Eligibility Report GPA Method	None
Local Fall Eligibility Report GPA Method	None
Local Spring Eligibility Report Minimum GPA	<input type="text"/>
Local Fall Eligibility Report Minimum GPA	<input type="text"/>

- **Age Rule Date** = Read only field, defined at the state level via the enterprise controller
- **Local Spring Eligibility Report GPA Method** = Contains all GPA methods defined at this instance. The GPA method selected determines how the student's GPA is calculated for the "Local Spring GPA" column on the Athletic Eligibility Report when the "Include Local GPA" box is checked.
- **Local Fall Eligibility Report GPA Method** = Contains all GPA methods defined at this instance. The GPA method selected determines how the student's GPA is calculated for the "Local Fall GPA" column on the Athletic Eligibility Report when the "Include Local GPA" box is checked.
- **Local Spring Eligibility Report Minimum GPA** = Use this field to set the minimum local Spring GPA for a student to maintain athletic eligibility when the Athletic Eligibility Report is run with "Include Local GPA" box checked.
- **Local Fall Eligibility Report Minimum GPA** = Use this field to set the minimum local Fall GPA for a student to maintain athletic eligibility when the Athletic Eligibility Report is run with "Include Local GPA" box checked.

Athletic Eligibility

Class Rank Methods for AE Scholar Team and Individual

The AE Scholar GPA Calculation Method is created and managed by the NCDPI at the Enterprise Controller level.

Navigation: Start Page > School Setup > Grading > Class Rank Settings > Class Rank Methods

New	
GPA Calculation Method	Description
AE Scholar Fall Unweighted	AE Scholar Fall Unweighted
AE Scholar Fall Weighted	AE Scholar Fall Weighted
AE Scholar Spring Unweighted	AE Scholar Spring Unweighted
AE Scholar Spring Weighted	AE Scholar Spring Weighted
NC Unweighted	NC Unweighted
NC Weighted	Weighted Class Rank
NC Weighted for 3NW	NC Weighted for 3NW

Using the New button, add a GPA Calculation Method for Spring and Fall teams using Weighted and Unweighted AE Scholar GPA settings. All four AE Scholar GPA calculations must be created in order to calculate AE Scholar Athlete and AE Scholar Team. Once created, and A1/A2 marks are stored (see **Permanently Store Grades**) class rank must be run.

Navigation: Start Page > School Setup > Class Rank Settings

General	
Description	<input type="text" value="AE Scholar Fall Unweighted"/>
GPA Calculation Method	<input style="border: none; border-bottom: 1px solid #ccc;" type="text" value="AE Scholar Fall Unweighted"/> ▼
GPA result is	<input style="border: none; border-bottom: 1px solid #ccc;" type="text" value="Numeric"/> ▼
Only include grades	<input type="checkbox"/> that count in class rank (overrides GPA setting)
Exclude students	<input type="checkbox"/> that are excluded from class rank
Include early graduates?	<input checked="" type="checkbox"/>
Early graduation exit code	<input type="text" value="W4"/>

[Submit](#)

Athletic Eligibility

Team/Group Management

On the **Athletic Eligibility Administration** screen, select **Team/Group Management** and complete the following fields:

Athletic Eligibility Team/Group Management

Sport	Level	Gender	Year	Season	Actions
					Add New Team/Group

Athletic Eligibility Team/Group Maintenance - New

Option	Value
School Name	████████ Middle
Sport	Football
Level	Jr. Varsity
Gender	Mens
Year	2014-2015
Season	Fall
Coach	████████
Faculty Assigned	████████

[Submit](#)

- **School Name** = This is a read-only field that displays the school name associated with the team being created.
- **Sport** = This dropdown menu is defined at the state level via the enterprise controller. Select the sport appropriate to the team.
- **Level** = This dropdown menu is defined at the state level via the enterprise controller. Select the team level appropriate to the team.
- **Gender** = This dropdown menu is defined at the state level via the enterprise controller. Select the gender appropriate to the team.
- **Year** = This dropdown menu includes all years defined at the school. Select the school year appropriate to the team.
- **Season** = This dropdown menu is defined at the state level via the enterprise controller. Select the season appropriate to the team.
- **Coach** = This dropdown menu populates all staff members at the school. Select the coach appropriate to the team. If the coach is not a staff member at the school, select "other" and type in the coach's name in the free form text box.

Add Team Members

To add students to an athletic team:

1. On the Start Page, select one or a list of students to be added to a team.
2. On the **Athletic Eligibility Team/Group Management** screen, click **View Team Members**.
3. On the **Athletic Eligibility Team Members** screen, click **Add Student Selection To Team**.
1. Review list of students to be added, then click:

Athletic Eligibility

- **Confirm Addition of Highlighted Student(s)** to add students to athletic team.
- You may also **Undo** a selection(s) under the **Edit Membership** column for the specific student(s) to be removed from current student selection.

Athletic Eligibility Team/Group Management

Sport	Level	Gender	Year	Season	Actions
Football	Jr. Varsity	Mens	2014	Fall	Edit Team Copy Team Delete Team View Team Members

Athletic Eligibility Team Members

Mens Jr. Varsity Football, Fall 2014

Current Student Selection: 311 students

[Add Team Members to Student Selection](#) [Add Student Selection To Team](#) [Remove All Students From Team](#) [Remove Student Selection From Team](#)

Active Students

Click the Remove button to end the student's membership as of today's date.

Name	Student Number	Grade Level	End Membership
[Name]	[Student Number]	[Grade Level]	[Remove]

Inactive Students

Click the Delete button to permanently remove the student's membership record.

Athletic Eligibility Team Members

Mens Jr. Varsity Football, Fall 2014

Current Student Selection: 311 students

[Confirm Addition of Highlighted Student\(s\)](#) [Cancel](#)

If a student from the selection does not appear highlighted, they are already on the team.

Active Students

Click the Remove button to end the student's membership as of today's date.

Name	Student Number	Grade Level	End Membership
[Name]	[Student Number]	[Grade Level]	[Undo]
[Name]	[Student Number]	[Grade Level]	[Undo]
[Name]	[Student Number]	[Grade Level]	[Undo]
[Name]	[Student Number]	[Grade Level]	[Undo]

Students added to the athletic team are now listed under the **Active Students** section.

Athletic Eligibility Team Members

Mens Jr. Varsity Football, Fall 2014

Current Student Selection: 4 students

[Add Team Members to Student Selection](#) [Add Student Selection To Team](#) [Remove All Students From Team](#) [Remove Student Selection From Team](#)

Active Students

Click the Remove button to end the student's membership as of today's date.

Name	Student Number	Grade Level	End Membership
[Name]	[Student Number]	6	[Remove]
[Name]	[Student Number]	7	[Remove]
[Name]	[Student Number]	8	[Remove]

Inactive Students

Click the Delete button to permanently remove the student's membership record.

Name	Student Number	Grade Level	End Date	Delete Membership
[Name]	[Student Number]	[Grade Level]	[End Date]	[Delete Membership]

[Submit](#)

Athletic Eligibility

Remove Team Members

To remove students from an athletic team, use one of the following methods:

- Remove All Students From Team
- Remove Student Selection From Team
- Remove (under End Membership column)

Athletic Eligibility Team Members
Mens Jr. Varsity Football, Fall 2014

Current Student Selection: 1 students

[Add Team Members to Student Selection](#) [Add Student Selection To Team](#) [Remove All Students From Team](#) [Remove Student Selection From Team](#)

Active Students

Click the Remove button to end the student's membership as of today's date.

Name	Student Number	Grade Level	End Membership
[Redacted]	[Redacted]	7	Remove

Inactive Students

Click the Delete button to permanently remove the student's membership record.

Name	Student Number	Grade Level	End Date	Delete Membership
[Redacted]	[Redacted]	6		Cancel Confirm
[Redacted]	[Redacted]	7		Remove

Submit

Permanently Store Grades

Navigation: Start Page > Setup > System (Administrator) > Grades > Permanently Store Grades

Storing in the 1st Semester:

If a class is a semester long or shorter, then the F1 is also the A1.

If a class is a yearlong course, then the S1 is an A1.

Storing in the 2nd Semester:

If a class is a semester long or shorter, then the F1 is also the A2.

If a class is a yearlong course, then the S2 is also the A2.

Storing in the summer semester:

F1 is also the A2.

Important: A1 and A2 grades are stored without credit. GPA points must be stored in order to count as passing on the Athletic Eligibility Report. Once A1/A2 grades are stored, and Class Rank methods are created for Scholar Athlete Reports, run class rank.

Athletic Eligibility

Permanently Store Grades

Which Grades
 Use this Final Grade/Reporting Term: N1 *
 Save with this Historical Store Code: A1 *

Exclude/Include Class Enrollments
 Exclude enrollment records where the student enrolled in the class after this date: 00/00/0000 (MM/DD/YYYY)
 Exclude enrollment records where the student dropped the class before this date: 00/00/0000 (MM/DD/YYYY)
 Include only enrollment records that are currently active and that were active on this date: 6/9/2015 (MM/DD/YYYY)

Additional Filter Options
 Store grades for currently selected (503) students only
 Request that grades be stored only for a specific section: (course section)
 Student Grade Level: 9 10 11 12
 Track: A B C D E F
 School Exit Date: From to (MM/DD/YYYY)

Classes by term length

Term	Start - End	Store	% of course credit
2014-2015	(06/25/2014 - 06/11/2015)	Store with no credit	0 %
Semester 2	(01/24/2015 - 06/11/2015)	Store with no credit	0 %

If you are storing grades for a term that is not in progress or has only recently passed, you may need to display all terms. If a term was already stored, you will overwrite the grades for that term and may affect graduation credit, GPAs, and transcripts.
 Show all terms? No Yes

Options for classes enrolled at other schools
 Store grades for classes enrolled at: This school only
 Record the school name of: This school

Historical Grades

Navigation: Start Page > Student Selection > Historical Grades

Example of historical grades stored as A1.

Historical Grades

Yarb

Multiple New Entries Single New Entry

Year/Term	Grd Lvl	Course number	Course	Earned Credit	A1
14-15 S1	11	47005X0AUS	Advanced US History	0.00	83
14-15 S1	11	10235X0H	English III Honors	0.00	90
14-15 S1	11	10325X0YF	Journalism II Yearbook Honors Fall	0.00	94
14-15 S1	11	54152X0A	VISUAL ARTS BEGINNING	0.00	89

Athletic Eligibility

Student Athletic Eligibility Data

Navigation: Start Page > Student Selection > (NC Information) Athletics > Student Athletic Eligibility Detail

The top pane of the Student Athletic Eligibility Data screen is read-only. All data is pulled from other data fields in PowerSchool.

Student Information	
Student Data	Values
Student Name	[REDACTED]
Student Number (UID)	[REDACTED]
School Info	Lake Norman High (490335) Grade 11
AE Scholar Fall Weighted (Scholar-Athlete Individual GPA min 3.500, semester 1 A1 grades)	0
AE Scholar Fall Unweighted (Scholar-Athlete Team GPA min 3.100, semester 1 A1 grades)	0
AE Scholar Spring Weighted (Scholar-Athlete Individual GPA min 3.500, semester 2 A2 grades)	1.938
AE Scholar Spring Unweighted (Scholar-Athlete Team GPA min 3.100, semester 2 A2 grades)	0
Days Absent/Present (Spring 2014)	0/0
Days Absent/Present (Fall 2014)	10/79
Birthday	11/08/1998
Age as of 08/30/2014	15 years 299 days
# of Courses Passed/Taken in Spring 2014	0/0
# of Courses Passed/Taken in Fall 2014	0/0
Date Enrolled in Current Year	08/25/2014
Date of Last Promotion	None Found
Date of Last Retention	None Found
Local Spring Eligibility Report GPA	2.6875
Local Fall Eligibility Report GPA	2.6875

The Teams pane lists all Sports Teams for which the student has been a member.

Teams							
School	Season	Year	Gender	Level	Sport	End Date	Partial Season
Lake Norman High	Spring	2014	Womens	Varsity	Softball	<input type="text"/> (MM/DD/YYYY)	<input type="checkbox"/>

Athletic Eligibility

The updatable Team Eligibility pane contains the NCHSAA eligibility requirements.

Team Eligibility	
Policies	Values
Sports student has played for 4 seasons	Baseball Basketball Bowling Cheerleading
9th Grade Entry Date	07/01/2012 <input type="checkbox"/> (MM/DD/YYYY) <input type="checkbox"/> Override
Athletic 9th Grade Entry Date	
Local Requirements	Yes <input type="checkbox"/>
Gfeiler-Waller Parent Form Sign Date	<input type="text"/> (MM/DD/YYYY)
Sports Physical Date	02/02/2015 <input type="checkbox"/> (MM/DD/YYYY)
Physical Pass/Fail	Passed <input type="checkbox"/>
Renew Sports Physical By	02/02/2016 <input type="checkbox"/> (MM/DD/YYYY)
Overall Eligibility Override	<input type="checkbox"/>
Other Policies	
	Values
Non-Felon	Yes <input type="checkbox"/>
Transfer Policy Met	Yes <input type="checkbox"/>
Student Membership	Yes <input type="checkbox"/>
Residency Policy Met	Yes <input type="checkbox"/>
Amateur Status	Yes <input type="checkbox"/>

Reports

Navigation: Start Page > Reports > State Reports > NCDPI Reports

Athletic Eligibility, Scholar Athlete Individual, Scholar Athlete Team, AE Student Physical and AE Student Marks can be accessed at the LEA and school level through State Reports or the Athletic Eligibility module.

Reports

System | ReportWorks | State Reporting Dashboard | Engine | Setup | **NCDPI Reports**

North Carolina Specific Reports	Description
North Carolina Standards Report Card	The standards report card for K-12 schools
North Carolina Traditional Report Card	The traditional report card for K-12 schools
North Carolina Transcript	The high school transcript for the state of N
North Carolina Historical Transcript	The high school transcript for the state of N
North Carolina SADLS Reports	Reports to determine if students should hav
Graduation Planner	Description
Diploma Assessment Report	Student progress toward graduation.
Grades and Attendance Reports	Description
Credits and Attendance	Report of attendance and credits earned fo
Athletic Eligibility	Description
Athletic Eligibility Report	Lists eligible or ineligible students and the c
Scholar Athlete Individual Report	Lists students who qualify for scholar athlet
Scholar Athlete Team Report	Lists teams that qualify for scholar athlete a

Athletic Eligibility Reports

Function	Description
Athletic Eligibility Report	
Scholar Athlete Individual Report	
Scholar Athlete Team Report	
Student Marks Report	
Student Physical Exam Report	

Athletic Eligibility Report

The report output will differ depending upon the selected report parameters. Always select the season the student will play the sport, i.e. select spring for baseball, fall for football.

Note: If **Print** is selected as the report output, each student record will report separately. If **Table** is selected as the report output, the user has the option to **print, export, copy the report** or **hide/show columns**.

Athletic Eligibility Report

▼ Report Preferences

Option	Value
Student Type	All Students ▼
Report Type	Student ▼
Students	<input type="radio"/> All 158624 currently enrolled students
Season	Fall ▼
Include Attendance	<input type="checkbox"/>
Include Local GPA	<input type="checkbox"/>
Mask Student Number	<input type="checkbox"/>
Exclude Eligibility Calculation	<input type="checkbox"/>
Report Output	Print ▼

Athletic Eligibility

Athletic Eligibility Report

Report Preferences

Student Type	All Students
Report Type	Team
Season	Spring
Team	All Teams
Include Attendance	<input type="checkbox"/>
Include Local GPA	<input type="checkbox"/>
Work Student Number	<input type="checkbox"/>
Exclude Eligibility Calculation	<input type="checkbox"/>
Report Output	Table

Search: [] Show / Hide columns: [] Export

Team	Last Name	First Name	Pupil Number	Birthdate	Grade	Age as of 08/31/14	# Semester Rule Met	Other Policies	# Season Rule	# of Courses Passed/Taken Spring 13-14	# of Courses Passed/Taken Fall 14-15	Other Water Met	Physical Met	Local Requirements	Overall Eligibility

Scholar Athlete Individual

Reports all individual student athletes that meet the NCHSAA minimum GPA requirement for the previous semester, or while they participated in a sport.

Scholar Athlete Report

Report Preferences

District Name: West Stateville Schools Minimum GPA: 3.5

School Name: [] Street Address: [] City, State Zip Code: [] Reporting Date: 02/05/15

Show: All entries

Last Name	First Name	Pupil Number	Gender	Team(s)	Season	GPA	Meets Criteria
			M	CoEd Varsity Football (Fall, 2014-2015)	Fall	4.106	YES
			M	CoEd Varsity Football (Fall, 2014-2015)	Fall	4.875	YES
			F	CoEd Varsity Football (Fall, 2014-2015)	Fall	4	YES
			M	CoEd Varsity Football (Fall, 2014-2015)	Fall	5	YES
			M	CoEd Varsity Football (Fall, 2014-2015)	Fall	4.888	YES
			F	CoEd Varsity Football (Fall, 2014-2015)	Fall	4.875	YES
			M	CoEd Varsity Football (Fall, 2014-2015)	Fall	4.531	YES
			F	Womens Varsity Softball (Spring, 2014-2015)	Spring	4.875	YES
			F	Womens Varsity Softball (Spring, 2014-2015)	Spring	4.625	YES

Showing 1 to 9 of 9 entries

Scholar Athlete Report

District Name: [] School Name: [] Street Address: [] City, State Zip Code: [] Reporting Date: 02/05/15

Show: All entries

Last Name	First Name	Pupil Number	Gender	Team(s)	Season	GPA	Meets Criteria
			F	Womens Varsity Softball (Spring, 2014-2015)	Spring	3.156	YES

Athletic Eligibility

The **Scholar Team Report** lists all teams for the selected season that meet the NCHSAA minimum GPA requirement for the previous semester, or while they participated in a sport.

Scholar Team Report

Report Preferences

Option	Value
GPA Semester	Fall
Team	All Teams CoEd Varsity Football (Fall, 2014-2015) Womens Varsity Softball (Spring, 2014-2015)

Submit

District Name: [Redacted] Sport: Fall Scholar Team Report Minimum GPA: [Redacted] Page: 1

School Name: [Redacted] Season: [Redacted]

Street Address: [Redacted] Gender: [Redacted]

City_State Zip Code: [Redacted] Reporting Date: 02/20/2015

Show All entries

Last Name	First Name	Pupil Number	Gender	Team(s)	Season	GPA	Meets Criteria
No data available in table							

Showing 0 to 0 of 0 entries

Student Marks Report

Lists all marks used to calculate student's Scholar GPA, stored as A1 or A2

Student Marks Report

Report Preferences

Student Marks Report 2014-2016 Fall

District Name: [Redacted] Schools: [Redacted] Sport: Varsity Football Page: 1

School Name: [Redacted] Season: Fall, 2014-2015

Street Address: [Redacted] Gender: CoEd

City_State Zip Code: [Redacted] Reporting Date: 02/20/2015

Show All entries

Last Name	First Name	Pupil Number	Course Number	Grade
[Redacted]	[Redacted]	[Redacted]	10215X0H	93
[Redacted]	[Redacted]	[Redacted]	63022X0A	91
[Redacted]	[Redacted]	[Redacted]	63022X0A	
[Redacted]	[Redacted]	[Redacted]	33205X0H	92
[Redacted]	[Redacted]	[Redacted]	22015X0CC2	
[Redacted]	[Redacted]	[Redacted]	21032X0C1F	96
[Redacted]	[Redacted]	[Redacted]	10235X0ADV	93
[Redacted]	[Redacted]	[Redacted]	54612X0C	96
[Redacted]	[Redacted]	[Redacted]	47005X0AUS	88
[Redacted]	[Redacted]	[Redacted]	24002X0A	96
[Redacted]	[Redacted]	[Redacted]	10242X0A	88
[Redacted]	[Redacted]	[Redacted]	M212X0A	92
[Redacted]	[Redacted]	[Redacted]	FN412X0A	100
[Redacted]	[Redacted]	[Redacted]	99308X0GDP	
[Redacted]	[Redacted]	[Redacted]	54622X0B	91
[Redacted]	[Redacted]	[Redacted]	10232X0A	60

Athletic Eligibility

Student Physical Exam Data Report

The Student Physical Exam Data report is generated.

PowerSchool Welcome, _____ | Help | Sign Out

School: Lake Norman High Term: 14-15 Year

Start Page > Reports > Athletic Eligibility > Student Physical Exam Data Report

Student Physical Exam Data Report

Report Preferences

Option	Value
Report Type	Team
Team	<div style="border: 1px solid #ccc; padding: 2px;"> All Teams CoEd Varsity Football (Fall) Womens Varsity Softball (Spring) </div>
Sports Physical Pass/Fail	
Show Records with Physical Date Prior to	<input type="text" value="MM/DD/YYYY"/>
Only Show Students without a Physical Date	<input type="checkbox"/>

[Save](#)

Student Physical Exam Data Report				Page: 1
District Name	Iredell-Statesville Schools	Sport	Varsity Football	
School Name	Lake Norman High	Season	Fall, 2014-2015	
Street Address	186 Doole Road	Gender	CoEd	
City, State Zip Code	Mooresville, NC 28117	Reporting Date	02/20/2015	

Show All entries [Copy](#) [Export](#)

Last Name	First Name	Pupil Number	Team(s)	Season	Sports Physical Date	Sports Physical Pass/Fail	Renew By
.....	Football	Fall		FAIL	02/20/15
.....	Football	Fall		FAIL	02/20/15
.....	Football	Fall		FAIL	02/20/15
.....	Football	Fall		FAIL	02/20/15
.....	Football	Fall		FAIL	02/20/15
.....	Football	Fall		FAIL	02/20/15
.....	Football	Fall		FAIL	02/20/15
.....	Football	Fall		FAIL	02/20/15

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