

## UNDERSTANDING FORM 200

- 1 – Use for any and all transfers (**coming in to your school from any other MIAA Member School**) who may participate in athletics at your school.
- 2 – The receiving school completes Part A and sends Form 200 to the sending school (**only if an MIAA Member School**).
- 3 – Be certain to use an up to date Form 200 by utilizing the current form found in the Members Only section of our website ([www.miaa.net](http://www.miaa.net)). Click the “Tournament Information” tab – then select White Book of Forms.
- 4 – The sending school **MUST** address Section B completely, sign, and return to the receiving school. This should be done within 3 days of receipt.
- 5 – If sending school positively verifies B-3 (“a” through “f”), then the receiving school can declare **approved** (i.e. setting aside the Transfer Rule) by signing and dating Part C on the form (**see “Areas for Care” below**).
- 6 – If sending school does not certify any part of B-3 (“a” through “f”), or checks box #4, then the receiving school **must** consider the student to be ineligible and execute, Part D on the form.
- 7 - **If sending school believes recruitment, or transfer was related to athletics, they must make an allegation with additional proof(s) to the MIAA Executive Director or designee within 10 days of returning the Form 200 to the Receiving School. They must also NOT INITIAL a or d when filling out Form 200.**

### Areas for Care:

- a. Transfers after the start of the **practice season can not gain eligibility through the Form 200 process (Rule 57.5)**. If requesting an MIAA waiver of rule 57.5, the receiving school must include the executed Form 200 with your request.
- b. How long shall Form 200 be retained? – Until the student graduates.
- c. If you are the Receiving School and do not receive Form 200 back from the Sending School within 3 days (over summer vacation, time needs to be extended) you may call the MIAA Liaison for Waivers and request assistance.
- d. Do not hesitate to call your Association Office (508-541-7997) if you have any questions or concerns.