



Rules Education Workshop – Agenda 1

[Conference Name]

[Meeting Location]

[Date]

- NAIA Rules for Coaches – [Facilitator](1 hour)
- NAIA Eligibility Rules – [Facilitator](45 minutes – 1 hour)
- Eligibility Panel Discussion– [Moderator & Panel Members**] (30 minutes)
- Open Questions and Discussion – (15 – 30 minutes)

** NAIA national office staff suggest a panel discussion moderated by the conference eligibility chair with a panel consisting of at least one athletics director and two faculty athletics representatives.

Rules Education Workshop – Agenda 2

[Conference Name]

[Meeting Location]

[Date]

- Recruiting and Tryout Rules – [Facilitator] (1 hour)
- Eligibility Reviews, Appeals and Exceptions – [Facilitator] (30 minutes)
- Continuing Eligibility Certification Procedures – [Facilitator] (45 minutes – 1 hour)
- Year-End Report Panel Discussion– [Moderator & Panel Members**] (45 minutes)
- Open Questions and Discussion – (15 – 30 minutes)

** NAIA national office staff suggest a panel discussion moderated by the conference eligibility chair with a panel consisting of at least one athletics director, one financial aid officer and one registrar.

Rules Education Workshop – Panel Discussion

Suggested questions for a panel discussion on best practices for moving student-athletes through the NAIA Eligibility Center and certifying eligibility on campus.

Questions on institutional practices for getting students certified by the Eligibility Center:

- What are the steps you/your coaches take to get incoming freshmen signed up with the EC?
- Is EC registration noted on any of your teams' recruiting lists?
- What processes do you have in place to review whether a transfer requires an EC determination?
- How do you/your coaches track student progress through the EC?
- How thorough does your institution review a student's eligibility prior to sending the student through the EC?
- How does your institution review or address *not-eligible* determination? How does your institution review *eligible* determinations?
- AD/FAR Question - How do you handle coach/parent requests for reviews or appeals of EC determinations?

Questions on institutional practices for certifying eligibility and allowing participation:

- Give me a quick overview about how general certification looks at your institution in the sport of soccer.
- How is the coaching staff notified which students are *not-eligible* or those who have not yet cleared the EC?
- What safeguards are in place to protect against *ineligible* participation? Are these sport specific?
- Do your coaches have trouble explaining to students that the EC determination is only one part of the certification process?
- Does your certification process change at all when submitting addendums for students certified after the date of first competition.
- What are the most common problems you see on the official eligibility certificates? What are the most common questions?