

NCAA CLEARINGHOUSE INFORMATION

The NCAA clearinghouse will certify your athletics eligibility for Division I and II institutions. Here is some important information about this process.

In order to register with the clearinghouse, you must either complete the student release form at www.ncaaclearinghouse.net or complete a paper copy of the form and mail it to the clearinghouse. By completing the student release form you are authorizing each high school you have attended to send your transcript, including test scores and graduation verification to the NCAA Clearinghouse. You are also authorizing the clearinghouse to send this information to all colleges requesting your eligibility status.

If you register online:

1. Go to www.ncaaclearinghouse.net, click on "prospective student-athletes."
2. Then, on the "Student Information Page" click on "Domestic Student Release Form."
3. Complete all of the blanks on this page. The Northmont High School Code number is 361-192.
4. Pay the required **\$50.00** fee with a Visa or Master Card.
5. Go on to the next page and print both copies of the authorization form and give both copy 1 and copy 2 to the Northmont high School Counseling Center secretary.
6. Copy 1 will be mailed with your transcript to the NCAA.
7. Copy 2 will be mailed to the NCAA with your final transcript after your graduation from Northmont.

If you register with the paper form:

1. Go to www.ncaa.org, and from the drop down menu at the top of the page choose "Prospect/Parent."
2. On the "Parent/Prospect/High School News" page click in the right column "Guide For the College-Bound Student-Athlete."
3. On the "Guide for the College-Bound Student-Athlete" page click on "Student Release Form."
4. Print a copy of this form. (You will need to have Adobe Acrobat installed on your Computer for this to work.)

Or

Pick up a copy of the NCAA Student Release Form from the Northmont High School Counseling Center secretary.

Then

1. Complete the Student Release Form. The Northmont code number is 361-192.

2. Give the completed form to the Northmont High School Counseling Center secretary and to any other high school that you have attended.
3. The secretary will run two additional copies of the form.
4. The original form will be returned to you for you to mail to the NCAA Clearinghouse along with your **\$50.00** fee.
5. The secretary will mail a copy of the form along with your transcript to the NCAA.
6. The other copy will be mailed to the NCAA with your final transcript after your graduation from Northmont.