



**ATHLETIC HANDBOOK & ELIGIBILITY REQUIREMENTS  
2018-19 SCHOOL YEAR**

The following packet has been put together in an effort to clearly put forth, explain, and determine the requirements for participating in CIF-sanctioned sports while enrolled as a student at [VENTURE ACADEMY](#). The following guidelines will remain consistent across the board for all sports on all grade levels. This resource is made available so that all administration, staff, teachers, coaches, and students can use it as a source of consolidated information to ensure both consistent and fair standards.

### To be ELIGIBLE:

- A student-athlete must be a Full-Time student at Venture Academy (20+ credit hrs./semester).
- A student-athlete must currently possess a 2.0+ GPA, or equivalent.
- A student-athlete must **NOT** have 2 or more classes with a letter grade of “**F**” or designated “**Fail**” in the current semester; otherwise, he/she will be deemed ineligible.
- A student-athlete must have all proper paperwork (*physical forms, photo release, medical insurance waiver, etc.*) signed and turned-in prior to participation.
- For Independent Study students, they must meet with their designated I.S. staff member/teacher for each mandatory monthly check-in and maintain at least 5.0 credits per month.

### GRADE CHECKS throughout the semester:

- When obtaining grade checks, student-athletes must receive an actual letter grade from each of their teachers in all classes in the current semester by the designated due date (*with the exception being the January 12<sup>th</sup> Grade Check, as that will reflect the end of 1<sup>st</sup> semester FINAL grades*). If the class is a Pass/Fail format, then the teacher must designate whether the student receives “Credit” (Pass) or “No Credit” (Fail) in place of a letter grade.
- Each student-athlete must also turn-in his/her completed Grade Check form to his/her respective **coach** by the designated due date.
- Each coach must then turn in all of his/her players’ Grade Check forms together as a team to the Athletic Director (*Jim Sells*) by the due date.
- Any Grade Check forms not turned-in to the A.D. on the due date will result in that athlete or athletes being considered ineligible immediately, or until that Grade Check form is turned in to the A.D.
- At Venture Academy we strive to set our students up for success; therefore, our grading procedures go above and beyond the minimum CIF standards in regards to monthly grade checks. As a result, there is an “**Academic Probation**” component in place, which is a 2-week grace period after the due date of Grade Checks for a student-athlete that is not meeting academic requirements to earn eligibility. During the 2-week “**Academic Probation**,” student-athletes have this time to work on raising their GPA and/or letter grades in classes. They can practice with their respective team, but will **NOT** be eligible to play in athletic contests during this time. If they are able to reach “eligible” status within these two weeks, they will become available to participate in athletic contests immediately. Once the 2 weeks has expired and if the student has not met academic standards, the student in question must then wait until next month’s grade check to earn eligibility status. **Each athlete is only able to use this 2-week “Academic Probation” once during a school year.**

PROCESS =



Student picks-up blank Grade Check form at designated school locations:

- **VAFS** (Main Bldg. 2829) = Outside Counselor offices in mailboxes.
- **CTEC** (Bldg. 2911) = Mrs. Stacey Jones' office reception area.
- **Excel** (Bldg. 2720) = Mrs. Lynette Graham's office reception area.
- **Gymnasium** (Bldg. 2814) = Athletic Director, Jim Sells' office.



Student receives letter grade or "pass/fail" mark from each class **Teacher** on the Grade Check form →



Student hands-in completed Grade Check to **Coach** →



**Coach** hands-in Grade Check forms for their entire team *together* to **A.D.**

**GRADE CHECK important dates:**

<b><u>Forms available to students:</u></b>	<b><u>DUE Date to Coach:</u></b>	<b><u>ELIGIBILITY Timeframe:</u></b>
August 27	September 4	September 4 – October 1
September 24	October 2	October 2 – November 5
October 29	November 6	November 6 – December 3
November 26	December 4	December 4 – January 7
<b>January 1</b>	<b>*January 8 (Final grade 1<sup>st</sup> sem.)</b>	<b>January 8 – February 4</b>
January 28	February 5	February 5 – March 4
February 25	March 5	March 5 – April 1
March 25	April 2	April 2 – May 6
April 29	May 7	May 7 – May 28

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**Attendance & Behavior notes:**

**Attendance:**

Student-athletes must attend the entire school day in order to participate in an athletic contest/match that same day (*exceptions will be considered for family emergency/medical appointments with an accompanying note*).

**School Class Credits:**

Student-athletes who successfully complete the entire sports season will receive 5 credits for “team Sports” on their transcripts. The A.D. will work with the Head Coach to confirm all eligible student-athletes and then forward those names to Eva Espinoza in the Main Office.

**Discipline:**

If suspended from school, the student-athlete in question will not be allowed to participate in the team’s next contest/match at the minimum. Depending on the severity of the school suspension, the student-athlete in question could be served with a longer sit-out period from athletics, as determined by administrator and/or coach.

**Behavior Issues:**

These circumstances will be handled internally on a case-by-case basis amongst administration and/or coaches. If a teacher is having behavior issues with a student-athlete there is the option to set-up a meeting with parents, student, athletic director, and/or coaches to establish an action plan. If continued behavior issues persist the end result could be suspension from athletic participation.

If there are any questions, please contact the Venture Academy Athletic Director, **Jim Sells**:

209-227-2287 (office) \* 515-570-1963 (cell) \* [jsells@sjcoe.net](mailto:jsells@sjcoe.net) (email)

