

This Notification of Transfer Policy summarizes the Virginia Tech Athletics, Atlantic Coast Conference (ACC) and NCAA regulations and procedures associated with a Virginia Tech student-athlete's request for Notification of Transfer. This policy seeks to clarify the regulations and conditions of the Notification of Transfer (formerly permission to contact). Student-athletes interested in pursuing a transfer are also encouraged to review the NCAA transfer regulations which can be found here: <http://www.ncaa.org/student-athletes/current/want-transfer>.

In accordance with NCAA bylaw 13.1.1.3.1, a Virginia Tech student-athlete shall complete a Written Notification of Transfer should he/she choose to pursue a request for transfer. In order to initiate this process, the student-athlete shall meet¹ with a Virginia Tech Athletics Compliance Administrator. The purpose of this meeting shall be two-fold: (1) to review the contents of the Virginia Tech Athletics Notification of Transfer Policy; and (2) to complete the Notification of Transfer Form. The Notification of Transfer Form shall represent the official Written Notification of Transfer referenced in NCAA legislation.

In order to proceed with the request for transfer, the student-athlete shall be required to sign a statement of attestation after reviewing this policy. The contents of this form include the following data, required by the national transfer database: full student-athlete name, email, mobile phone number, and sport. The student-athlete shall retain the right to choose if he/she wants to be contacted by other institutions per the database.

Pursuant to the expectations set forth in NCAA bylaw 13.1.1.3.1, a Virginia Tech Compliance Administrator shall enter the student athlete's data into the national transfer database no later than two business days after receiving the signed Notification of Transfer Form. The NCAA shall notify the student-athlete via email, per a date stamp record, once this process has occurred. Once the student-athlete receives this formal confirmation from the NCAA, he/she shall be permitted to communicate with other institutions regarding his/her intent to transfer.

Should the student-athlete transfer or remain enrolled at the original institution during the subsequent academic year, his/her notification of transfer information shall be archived.

Athletics Aid and Academic Incentive

Pursuant to NCAA bylaw 15.3.5.1, upon receipt of a signed Notification of Transfer Form, the head coach shall reserve the right to reduce, cancel, or nonrenew a student-athlete's athletics aid. However, the athletics aid shall not be reduced or cancelled until the end of the regular academic term (semester) in which the signed Notification of Transfer Form is received. Should a student-athlete submit a signed Notification of Transfer Form between regular academic terms (i.e., winter break or summer break), the head coach reserves the right to reduce or cancel athletics aid immediately. All nonrenewals, reductions, and/or cancellations are subject to the hearing opportunity per NCAA bylaw 15.3.5.1.1.

Further, any student-athlete that submits a written request to enter the Transfer Portal forfeits their ability to receive the Academic Incentive Award.

Support Services

Student-athletes who submit a signed Notification of Transfer Form shall retain the privilege of access to the following support services² until the conclusion of the regular academic term in which the signed Notification of Transfer Form is received: Student-Athlete Academic Support Services (SAASS) and Sports Medicine. Sports Medicine services will only be rendered for athletically-related injuries sustained while a participant on the Virginia Tech Athletics roster.

Unless otherwise stated within this policy, the student-athlete who submits a signed Notification of Transfer Form shall not retain the right to any other services or benefits associated with student-athlete status at Virginia Tech.

Roster

The head coach shall always retain final authority on any/all roster decisions, regardless of a notification of transfer.

Withdrawal

The student-athlete may request to withdraw his/her name from the transfer database by requesting an update to his/her signed Notification of Transfer Form. While this action serves to remove the student-athlete's name from the national transfer

¹ If the student-athlete has already departed the institution, he/she must initiate a request for a phone conference with a Virginia Tech Compliance Administrator.

² Timing and location of services are at the discretion of the unit oversight. Includes Counseling and Athletic Mental Performance (CAMP). Student-athletes are expected to uphold the standards of conduct set forth in both the unit and the student-athlete handbook in order to retain the privilege of access to these services.

database, it does not obligate Virginia Tech Athletics to reinstate athletics aid, a roster spot, or any other student-athlete benefit that may have been revoked due to receipt of the signed Notification of Transfer Form.

Impermissible Contact

Any contact that occurs prior to the official Notification of Transfer from the NCAA represents behavior that may constitute a significant breach of conduct. Such impermissible action(s) shall be subject to any/all penalties associated with a Level II violation of the NCAA enforcement structure.

NOTIFICATION OF TRANSFER REQUEST FORM

PART I: To be completed by the Student-Athlete

Name of Student-Athlete (please print): _____ Sport: _____

Student-Athlete Personal Email: _____ Cell Phone #: _____

Did you transfer to VT? Yes No If yes, what school did you transfer from?

What is your reason for entering the Transfer Portal?

Academic Athletic Medical Financial Family/Personal Other

Have you graduated from VT or expected to graduate at the end of this semester? Yes No

I would like to be contacted by other institutions per designation in the National Transfer Database Yes No

I give my consent to disclose to authorized representatives of this institution any documents or information pertaining to my NCAA eligibility. Additionally, this consent allows the authorized representative(s) of this institution to indicate my authorization to disclose my transfer status and provide any requested information pertaining to my NCAA transfer eligibility to its conference, the NCAA and authorized representatives of other member institutions via the NCAA Transfer Portal. Yes No

By signing below, I am notifying Virginia Tech Athletics of my intent to transfer. In doing so, I also acknowledge that by signing and submitting this Notification of Transfer Form, I have read and understand the contents of the Virginia Tech Athletics Notification of Transfer Policy. Further, I understand that my athletics aid (if applicable) may be reduced, cancelled, or non-renewed.

Student-athlete signature: _____ **Date:** _____

Compliance signature: _____ **Date:** _____

PART II: To be completed by the Head Coach

Before enrolling at VT:

- Was this student-athlete provided an official visit? Yes No
- Have arranged in-person, off-campus contact with a staff member? Yes No
- Issued a NLI or a financial aid agreement? Yes No

Is this student-athlete currently on scholarship? Yes No

Signature of Head Coach: _____ **Date:** _____

INTERNAL USE ONLY

Athletics Aid Yes No

Future Athletics Aid Agreement Yes No