

Kurt Jesman, Director for WCSD Athletics

**Roy C. Ketcham High School**

99 Myers Corners Road Wappingers Falls, NY 12590 (845) 298-5100 x31096 Fax (845) 298-5099

**Academic Eligibility Appeal Guidelines Form for Athletics**

STUDENT NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_ GRADE: \_\_\_\_\_\_\_\_ COUNSELOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SEASON: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SPORT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PARENT NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PHONE #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As set forth in WCSD Policy Manual, Code 5202-R, the school district believes that participation in co-curricular and extra-curricular activities benefits both the participant and the school community. To ensure the integrity of these programs, there are guidelines for academic and behavioral responsibilities. The belief is that:

* Academics Come First
* You Must Be In School To Participate
* Think Before You Act

A student who is deemed ineligible based on any of the following criteria may not file an appeal:

* The student does not meet the conditions of full time student status.
* NYSPHSAA guidelines prevent 5th year seniors from participating in interscholastic teams pending appeal. (Athletics only)

A student who is deemed ineligible based on any of the following criteria may file an appeal:

* A student does not maintain an overall average of 70 percent with no more than one failure, using the most recent marking period.
* The student fails two or more courses.

**Any student determined to be academically ineligible based on the above criteria must stop participating in athletics immediately.** You may file an appeal by submitting a completed Academic Appeal Application for athletics to Joseph Luzzi, the Assistant Athletic Director in charge of the Athletics Eligibility Committee. An appeal must be filed within five days after the end of a marking period.

The Eligibility Committee will review each individual application and return a written decision within a reasonable amount of time. **Any decision rendered by the eligibility committee is final and will not be open for any further consideration.**

**It is your responsibility to provide the below documents as part of the appeal:**

* \_\_\_\_ A completed Appeal Application Form within five days after the end of a marking period.
* \_\_\_\_ 1 Letter of Recommendation from a teacher or staff member. (can be emailed to the WCSD Athletic Director, Kurt Jesman).
* \_\_\_\_ 1 Academic Transcript from your counselor

**The committee will not review incomplete Appeal Applications and will not extend the due date due to incomplete applications. In addition to the above, the eligibility committee will be reviewing:**

* Student Attendance/Tardy history
* Student Discipline Folder
* Teachers’ comments on marking periods and quarter grades

**Appeal Application Form**

**Have you ever filed an appeal for athletics before?**

* Yes \_\_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_
* If yes, what year? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* What marking period? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Season \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Sport \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Describe, in detail, the circumstances that you feel caused a decline in your academic performance. Please use additional paper if needed.**

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**Why do you feel that you should be granted an appeal? Please use additional paper if needed.**

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**Describe what measures you are taking to improve your academic performance. Please be specific.**

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**Feel free to attach any additional information that will be helpful to the committee.**

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Do Not Write Below Line. For Academic Eligibility Appeal Committee use.**

**----------------------------------------------------------------------------------------------------------------**

**FOR COMMITTEE USE ONLY: Review date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Approved: \_\_\_\_\_\_ Not Approved: \_\_\_\_\_\_**

**Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**ROY C. KETCHAM HIGH SCHOOL**

**BEHAVIORAL CONTRACT FOR APPROVED ACADEMIC APPEALS**

This is a behavioral contract between \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and the administration of Roy C. Ketcham High School. The purpose of this contract is to help define the types of behaviors that are acceptable and unacceptable at Roy C. Ketcham. This contract does not take the place of the school code of conduct. It helps bring expectations to light, helping students to stay focused. When a student enters into this contract, there must be a clear understanding that certain consequences will occur if the contract or code of conduct is not followed by the student.

**Types of Behavior(s) that ARE NOT acceptable:**

1. Student will not be tardy, truant from class or leave school grounds without permission

2. Student will not refuse to follow the directives from staff.

3. Student will not engage in any verbal/physical altercations.

4. Student will not use profanity in class to students or toward staff.

5. Student will not refuse ISR when directed.

6. Student will follow all other policies and procedures stated in the Wappingers Central School District Code of Conduct.

**Types of Behavior(s) that ARE expected:**

1. Student will be on time to all classes.

2. Student will attend and participate in all classes.

3. Student will abide by the reasonable directives of staff.

4. Student will behave in a respectful manner towards students and staff.

5. Student will follow all policies and procedures stated in the Wappingers Central School District Code of Conduct.

**Consequences for Failure to Follow Contract:**

**Any infraction from the WCSD Student Code of Conduct or violation of the above agreed upon behavior may result in consequences from the school as well as suspension or removal from the athletic team or club.**

**Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**Parent/Guardian Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_**

**Assistant Athletic Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_**

**Grade Level Administrator Signature: \_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_**

**Copies of the appeal and contract will remain on file with the Grade Level Principal and the Assistant Athletic Director**