

**PENNSYLVANIA STATE ATHLETIC CONFERENCE  
Medical Hardship Waiver Petition**

Student-Athlete \_\_\_\_\_

Institution: \_\_\_\_\_

Sport: \_\_\_\_\_

Waiver Season: \_\_\_\_\_

**NCAA Bylaw 14.2.5 Hardship Waiver**

A student-athlete may be granted an additional year of competition by the conference or the Committee on Student-Athlete Reinstatement for reasons of "hardship." Hardship is defined as an incapacity resulting from an injury or illness that has occurred under all of the following conditions: *(Revised: 1/14/02 effective 8/1/02)*

(a) The incapacitating injury or illness occurs in one of the four seasons of intercollegiate competition at any two-year or four-year collegiate institution; *(Revised: 1/10/92 effective 8/1/92)*

(b) The injury or illness results in an incapacity to compete for the remainder of that playing season; and *(Revised: 1/14/97 effective 8/1/97, 1/14/02 effective 8/1/02, 1/13/03 effective 8/1/03, for any injury or illness occurring on or after 8/1/03)*

(c) The injury or illness occurs when the student-athlete has not participated in more than two contests or dates of competition (whichever is applicable to that sport), 20 percent of the institution's completed contests or dates of competition or 20 percent of the maximum permissible number of contests or dates of competition set forth in Bylaw 17 in his or her sport. Competition (excluding scrimmages and exhibition contests per Bylaw 17 in the applicable sport) against outside participants during the playing season that concludes with the NCAA championship, or, if so designated, during the official NCAA championship playing season in that sport (e.g., spring baseball, fall soccer), shall be countable under this limitation. *(Revised: 1/10/92, 1/14/97 effective 8/1/97, 1/14/02 effective 8/1/02, 4/29/04, 1/10/05 for any competition occurring on or after 8/1/04, 1/17/09 effective 8/1/09)*

**Injury**

Date injury or illness occurred: \_\_\_\_\_

Student-athlete competed in \_\_\_\_\_ total contests/dates of competition (championship segment only)

Total number of contests or dates of competition scheduled by institution: \_\_\_\_\_

Percentage of total scheduled contests student-athlete competed in (may not exceed 20%): \_\_\_\_\_

**Required Documentation: (MUST be attached to this form)**

1. Contemporaneous medical documentation indicating continued medical evaluation/treatment and the nature and extent of the injury or illness. This must be from the examining medical professional (not team athletic trainer) and include:
  - a. Date the injury occurred;
  - b. Date of medical examination and diagnosis;
  - c. Reason student-athlete was advised to discontinue participation for the remainder of the season;
  - d. Statement that the injury resulted in **an incapacity to compete the remainder of the season**.
2. Final performance statistics from sports information office and record of contest-by-contest participation.
3. Final official schedule that includes a contest-by-contest breakdown of all scheduled competition.
4. Provide any additional details, documents, if needed.

**Required Signatures**

I am aware that the above named institution is filing a Medical Hardship Waiver Petition on my behalf and that the petition may include pertinent medical documentation in support of the waiver

Student-athlete's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Based upon the information submitted and my knowledge of this matter, I certify that this student-athlete meets the criteria of the hardship waiver legislation and request approval of this petition:

Director of Athletics signature: \_\_\_\_\_

Date: \_\_\_\_\_

Prepared by: \_\_\_\_\_

Title: \_\_\_\_\_

<b>Pennsylvania State Athletic Conference Action</b>	
<b>Granted:</b> _____	<b>Denied:</b> _____
<b>Signature:</b> _____	<b>Date:</b> _____

## KEY INTERPRETATIONS

### MEDICAL INFORMATION

1. Contemporaneous medical documentation from a physician or medical doctor that establishes the student-athlete's inability to compete for the remainder of the playing season as a result of an injury or illness shall be submitted with any hardship waiver request. Chiropractic records do **not** constitute medical documentation for purposes of administering a hardship waiver request. For circumstances involving psychological or mental illnesses, the required contemporaneous or other appropriate medical documentation may be provided by an individual who is qualified and licensed to diagnose and treat the particular illness (eg., psychologist). *(Adopted: 1/12/99 effective 8/1/99, Revised: 4/28/05, 10/20/09)*
2. A team trainer cannot provide the requisite diagnosis that a student-athlete's injury or illness results in an incapacity to compete for the remainder of the traditional playing season. [NCAA Interpretations Committee (IC) 8/22/91]
3. The documentation must be dated after the season is over so that the information can be confirmed by a physician that the student-athlete did not return to competition at the end of the season. [NCAA Eligibility Committee Policy]
4. The student-athlete who is eligible for hardship waiver may participate in limited practice activities to the extent that the student-athlete is physically able to do so. (i.e., as part of the rehabilitation), as long as it is verified by a medical doctor that the injury or illness precludes the student-athlete from competing in any contests. [IC 3/12/82]

### CALCULATING HARDSHIP WAIVER

1. The hardship-waiver criteria for a transfer student-athlete who suffers an injury or illness while attending an NCAA Division I or Division III institution may be based on the method that would be most beneficial to the student-athlete (the rule applicable to the member division in which the injury or illness occurred or the Division II rule). The application of a particular division's legislation must include all the applicable elements of that division's legislation, as opposed to selected elements of the legislation of each division. *(Adopted: 7/21/09, Revised: 7/20/10)*
2. A student-athlete whose injury or illness occurred during the nontraditional season and resulted in the student-athlete's inability to compete in the traditional season has used a season of competition and must request an additional year of competition, from the conference or the NCAA for reasons of hardship. [IC 8/22/91]
3. In individual sports, all competition in the traditional and nontraditional season must be considered in calculating scheduled events, if the championship selection in a sport is based upon competition throughout the entire season (traditional and nontraditional segments). [NCAA Council 8/2/89]
4. If your institution competes separately in an individual sport against two or more institutions on one calendar day, all participation on that day counts as one contest (in the denominator) for calculating scheduled events for hardship purposes. A student-athlete representing your institution in any outside competition on that day is charged with only one event (in the numerator). [IC 8/22/91]
5. Track and field is considered to be a single sport. If a student-athlete participates only in field events (e.g. shot put), a track event can be used to determine your institution's scheduled events for a hardship waiver, even if the meet does not include field events. [IC 8/22/91]
6. Swimming and diving is considered a single sport. If a student-athlete participates in diving, a swim meet can be used to determine your institution's scheduled events for a hardship waiver, even if the swim meet did not include diving competition. [IC 8/22/91]
7. Indoor and outdoor track are considered a single sport. A student-athlete who participates in indoor track may utilize only indoor track events in determining the number of scheduled events for a hardship waiver.

If a student-athlete participates in outdoor track, only outdoor events may be used to determine completed events for a hardship waiver. [IC 8/22/91]

8. The denominator in the percent calculation shall be based on the institution's number of completed varsity contests or dates of competition or the maximum number of contests or dates of competition per sport per NCAA Bylaw 17. (Bylaw 14.2.5.2.3.1)
9. Any computation of the percent limitation that results in a fractional portion of a contest or date of competition shall be rounded to the next whole number For example, 20 percent of a 27-game basketball schedule – 5.4 games – shall be considered six games. (Bylaw 14.2.5.2.3.2)
10. For purposes of percent calculation, postseason competition conducted after the completion of the institution's regular-season schedule and conference tournament shall not be included. (Bylaw 14.2.5.2.3.3)
11. “..Further, if a student-athlete participates in a sport that conducts a traditional fall segment prior to the individual's participating in 20 per cent of the institution's complete traditional contests, the individual still is permitted to receive a hardship waiver even if he or she subsequently participates during the nontraditional spring segment, with the understanding that the injury or illness that occurred during the traditional segment resulted in the student-athlete's incapacity to participate for the remainder of the traditional segment.” [IC 1/14/88]
12. For additional Division I criteria for an injury or illness that occurred at a two-year college, see Bylaw 14.2.5.1.

**Pennsylvania State Athletic Conference  
Waiver of Progress-Toward-Degree  
Medical Absence Waiver**

**Student-Athlete:** \_\_\_\_\_

**Institution:** \_\_\_\_\_

**Sport:** \_\_\_\_\_

**Academic Year/Semester in which absence occurred:** \_\_\_\_\_

**Official Withdrawal date from institution:** \_\_\_\_\_

Please provide the following documentation with this form to the conference office:

- 1.) Contemporaneous medical documentation indicating the nature and extent of the injury or illness. This must include certification from the doctor on the extent and duration of the incapacity.
- 2.) A copy of the student-athletes academic record, including missed terms.
- 3.) A written statement from the student-athlete and any supporting documentation the institution feels would strengthen the waiver request.

**NCAA BYLAW 14.4.3.5-(a) Medical Absence**

The credit hours required under the satisfactory-progress regulation of 14.4.3.1-(a) and (b) may be prorated at 12 units per term of actual attendance during an academic year in which a student misses a term or is unable to complete a term as a full-time student as a result of an injury or illness. Such an exception may be granted only when circumstances clearly supported by appropriate medical documentation establish that a student-athlete is unable to attend a collegiate institution as a full-time student as a result of an incapacitating physical injury or illness involving the student-athlete or a member of the student-athlete's immediate family. Credits earned by the student during the term to which the waiver applies may not be used in determining progress toward degree.

**Signed:** \_\_\_\_\_  
(Physician)

**Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_  
(Director of Athletics)

**Date:** \_\_\_\_\_

<b>Pennsylvania State Athletic Conference Action</b>	
<b>Granted:</b> _____	<b>Denied:</b> _____
<b>Signature:</b> _____	<b>Date:</b> _____

**Pennsylvania State Athletic Conference  
Complimentary Admission List for Visiting teams**

Names of student athletes or coaches desiring admission for their **guests** should appear in **alphabetical order**. NCAA regulations permit a maximum of four (4) complimentary admissions per student-athlete. PSAC policy limits the total number of complimentary admissions for visiting teams to (125) for football and (30) for basketball and wrestling. Two (2) complimentary admissions will be given per student-athlete at any institution that charges admission fees for contests other than football, basketball and wrestling. Recipients will identify themselves, sign the list and then receive a ticket stub. The name and the signature of each recipient must appear for each ticket distributed. Failure to comply with stated regulations will result in guests not receiving complimentary admissions. Submit to ticket manager one hour before game time.

**School:** \_\_\_\_\_ **vs.** \_\_\_\_\_ **Date** \_\_\_\_\_ **Circle** **MEN** **WOMEN**  
**One:** \_\_\_\_\_

Name of Player/Coach  
(List Alphabetically)

Name of Recipient  
(Print clearly or type)

Signature of Recipient

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**PSAC Complimentary Admission List (Visiting Team)**

**Page two of**

Name of Player/Coach  
(List Alphabetically)

Name of Recipient  
(Print clearly or type)

Signature of Recipient

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**PENNSYLVANIA STATE  
ATHLETIC CONFERENCE**

**Sport Liaison Expense Form  
For Conference Championships**

**Please Print**

Full Name: \_\_\_\_\_

Institution: \_\_\_\_\_

Sport: \_\_\_\_\_

Home Mailing Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Championship Date: \_\_\_\_\_

Site: \_\_\_\_\_

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1. Date of departure: \_\_\_\_\_ Date of Return: \_\_\_\_\_

2. Round-trip transportation (must be over 50 miles round trip): 45¢ per mile by automobile  
for miles \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ \$ \_\_\_\_\_  
(This is the PSAC rate – not the State rate – please abide by these figures)

3. Per diem: \_\_\_\_\_ days at \$40 .....\$ \_\_\_\_\_

4. Lodging: PSAC will reimburse room and tax charges if individual is attending  
conference championship. A copy of hotel bill must be attached.....\$ \_\_\_\_\_

**NOTE: If the host institution is paying for the hotel room, they will  
charge back the hotel expense on the Championship Financial Report.**

**TOTAL EXPENSES:.....\$ \_\_\_\_\_**

I certify that the above is correct.

Liaison: \_\_\_\_\_ Date: \_\_\_\_\_

Conference Office: \_\_\_\_\_ Date: \_\_\_\_\_

