



ASAA ACTIVITY FORMS

**ASAA Code of Conduct
Music Festival Supervision
Master Eligibility List
Academic Award**

ASAA CODE OF CONDUCT

ASAA believes that co-curricular activities are an integral part of the educational program of a school. Each student enrolled in a member school should have an equal opportunity to participate in a broad number of activities based on her/his own talents and interests. It is the intent of ASAA to encourage participation in co-curricular activities.

Student participants are ambassadors of their school and community. As such, ASAA expects them to portray good citizenship, practice fair and ethical behavior, and be good role models.

To ensure the health, safety, and rights of all participants in ASAA sponsored events, this code of conduct has been adopted by the Board of Directors for all ASAA State Championships.

Violation of this code of conduct will result in the removal of the student's right to participate in the event, as well as to attend the event. Any awards or team points received by that individual during the event shall be forfeited.

1. All participants should be under the direct supervision of a school official or his/her designee at all times.
2. All participants are expected to attend all event sessions that are required by the school/coach.
3. All participants are expected to respect the rights, cultural diversity, and safety of others.
4. All participants will treat event personnel, including officials and opposing team members and staff, with dignity and respect.
5. All ASAA sponsored events will be conducted in drug free environments. Use, possession, and/or distribution of alcohol, tobacco, or illegal drugs is strictly prohibited.
6. All participants will respect the property of other individuals and facilities. Vandalism, theft, and possession of stolen property will not be tolerated.

MUSIC DIRECTOR'S INFORMATION & SIGNATURE

Name of Music Director (please print or type)

Signature of Music Director**

*** Note: Your signature indicates that you have read and discussed the above guidelines with your students and agree to support this code of conduct.*

School

City / Town

Sport/Activity

Gender

Boys Girls Co-Ed

Date

ALASKA SCHOOL ACTIVITIES ASSOCIATION, INC.

4048 Laurel Street, Suite 203 • Anchorage, AK 99508 • (907) 563-3723 • Fax 561-0720 • www.asaa.org

MUSIC FESTIVAL SUPERVISION

Music directors, preferably, or their designated representatives are responsible for the supervision of students at all times while the participants are at the ASAA music festivals and must ensure that students are appropriately involved in festival activities. This is in accordance with ASAA Bylaw Section 2: coaches and Team Travel: Article 10: Qualification of Coaches: ASAA HANDBOOK: *A certified staff member or other person approved in advance by the principal or superintendent of a member school or district must accompany and be in charge of a traveling team.*

Please complete and return this form to ASAA before the scheduled Music Festival as follows.

All-State Music Festival
Friday, November 2nd, 2007

Solo & Ensemble Music Festival
Friday, April 25th, 2008

Name

Title: i.e. music director, parent, teacher, principal, etc.

School

Group

Band Choir Orchestra

Specify Festival

All-State Music Solo & Ensemble

SUPERVISING REPRESENTATIVE

Supervising Representative's Name (please print clearly)

Signature

Date

PRINCIPAL

Principal's name (please print clearly)

Signature

Date

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MASTER ELIGIBILITY LIST

The Master Eligibility list form can be completed electronically online at the www.asaa.org web site.

School School Fax Region Sport or Activity Boys / Girls Date

Submitter's phone:

PRINCIPAL: I certify that the students listed below meet the eligibility requirements of ASAA, Inc. Bylaws.

Principal's signature

This form is a/an:

Master Addendum

DIRECTIONS: List all students alphabetically by last name. Please read the back of this form carefully to determine eligibility. Transfer students requiring an eligibility waiver may not be listed until a waiver is granted by the ASAA Executive Director. **Use of this new Master Eligibility List is mandatory, beginning August 1, 2006. All previous form versions will be returned for resubmittal.**

1	2	3	4	5	6	7	8	9	10	11
M/F	Last Name (list alphabetically)	First Name	Grade	Birth Date	Month/Year 1st Entered 9th Grade	Meets Eligibility Requirement as Listed on Back, Yes or No	Student Transfer: Yes or No (if yes, complete col. 9)	Transfer Reason # (See ASAA Bylaws pg 36-39)	Date of Last Physical	Wrestling Minimum Weight Class
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										

2007-2008...PLEASE READ BELOW TO DETERMINE STUDENT ELIGIBILITY, ACCORDING TO REVISED ASAA RULES.

Before placing a student's name on the Master Eligibility List (MEL) excluding managers, please verify the student's eligibility based on the following criteria. If the student is eligible, then mark Yes in Column 7 on the MEL. If the student is not eligible, do not include them on the MEL.

STUDENT ELIGIBILITY WAIVER REQUEST FORM (Pg. 155 of Handbook)

AGE

- 19 years of age on or before August 1, 2007-**INELIGIBLE**

MAXIMUM PARTICIPATION

- Previously participated in four (4) seasons of a specific activity-**INELIGIBLE** FOR THAT ACTIVITY
- First enrolled in 9th grade prior to the 2004-05 school year.

ACADEMIC - *In order to be eligible, a student must:*

- (except for first semester freshmen) have passed at least five (5) semester units of credit* or the equivalent during the previous semester, with an overall 2.0 GPA for the semester. Students who passed the required number of classes but who did not maintain an overall 2.0 GPA during the previous semester may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA with in the school's grading system, and
- be enrolled in at least five (5) semester units of credit* or the equivalent during the current semester and maintain overall 2.0 GPA for the semester. Students who do not maintain an overall 2.0 GPA may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA within the school's grading system.
* *Note: Seniors on track to graduate and who have passed all parts of the High School Graduation Qualifying Exam (HSGQE) when required must take at least four (4) semester units of credit or the equivalent.*
- Student did not meet academic requirements, school may submit the Waiver Request Form.

TRANSFER STUDENT FORMS (Bullet = reason)

Enter Form Name in Column 9 on Master Eligibility List

BONA FIDE CHANGE OF RESIDENCE FORM (Pg.161 of Handbook)

The following pertains to students who are transferring from one school to another:

- If the student transfers along with a bona fide change of address* of parents to the new school's attendance area-**ELIGIBLE**.
* Bona fide change of address means the moving of the permanent residence of the entire family of the student and his/her parents or guardians (or other person with whom the student has resided for a period of time approved by the Association) from one school's attendance arena into another school's attendance area prior to a change in enrollment of the student. Schools must verify that a bona fide change of residence has occurred and must report this to the Association by submitting the Bona Fide change of Residence Form, before the student is allowed to participate. (This form will not be returned to the school).
- Students changing schools during a sports season**- **INELIGIBLE IN THAT SPORT AT THE NEW SCHOOL**.
**- A Student may represent only one member school during a respective sport season. A student who participates in a sport at one school and who subsequently transfers to another school will not be eligible in that sport for the remainder of the current season.

TRANSFER RULE WAIVER REQUEST FORM (Pg. 159 of Handbook)

If the student transfers to the new school’s attendance area without a bona fide change of residence of parents-*INELIGIBLE* without a waiver.

ARTICLE 12, SECTION 9

- Transfer without a move of parents Rule 2 Page 36
- Transfer for Emancipated Student Rule 3 Page 37
- Transfer Due to Parental Divorce or Legal Separation Rule 4 Page 37
- Married Student Rule 5 Page 37
- Student Under Court Order or Ward of the State Rule 6 Page 37
- Transfer Due to Elimination of Activity Rule 7 Page 37
- Seasons of Participation for Transfer Student Rule 8 Page 37
- Intra-District Student Transfer Rule 10 Page 37
- Boarding School Transfer Rule Rule 12 Page 37
- Changing schools During a Sport Season Rule 15 Page 39

FOREIGN EXCHANGE/INTERNATIONAL STUDENT REGISTRATION I N ALASKA FORM (Pg. 149 of Handbook)

- Foreign Exchange Student Rule 13 Page 37

ALASKA STUDENT FOREIGN EXCHANGE AND TRAVEL PROGRAM WAIVER FORM (Pg. 148 of Handbook)

- Alaska Students Involved in Exchange/Travel Programs: Rule 14 Page 39

FORMS ARE NOT NEEDED FOR:

1. New ninth grader entering your school
2. Student who was on correspondence or attending a charter school within your district and had not chosen another school of eligibility to participate in (but could have chosen your school).

ACADEMIC AWARD ENTRY FORM

MUSIC: MINIMUM of TEN (10) MEMBERS.

MUSIC DEADLINE: ACADEMIC AWARD ENTRY FORMS MUST BE SUBMITTED NO LATER THAN 5:00 PM AS FOLLOWS:

ALL-STATE MUSIC FESTIVAL
FRIDAY, NOVEMBER 2ND, 2007

SOLO & ENSEMBLE MUSIC FESTIVAL
FRIDAY, APRIL 25TH, 2008

ASAA ACADEMIC AWARDS

ASAA presents an academic award to the school with the highest team GPA average in each State Championship event.

Minimum team members: To be considered for the Academic Award in individual sport championship events, a team must have a minimum of five (5) members.

- For Cross-country running, Nordic Skiing, Swimming, and Track & Field, keep girls and boys separate, as an award is presented for both genders.
- For fine arts and academic activities, boys and girls from the same school will be grouped together for the award. There must be a minimum of ten (10) students to be eligible.

QUALIFYING PROCESS

- Academic Award Entry Form — A school must submit academic award information on this form.
- Deadline — Academic Award Entry Forms must be submitted no later than 5:00 p.m. on the Tuesday prior to the start of the respective State Championship event.
- School Transcript Analysis
 - *Counting Courses* — Count every course that a student has listed on his/her report card except those that are on a pass/fail basis.
 - *Semester* — In computing the team GPA, use only the GPA students earned during the semester prior to the semester in which the respective Championship Event is conducted.
 - *Ineligible GPAs* — Cumulative, Quarter or Mid-Term GPAs should not be considered.
 - *Freshmen* — For new 9th grade students do not include until the beginning of the second semester.

COMPUTING TEAM G.P.A.

A. Student Grade Point Average — For each course listed for a team member, multiply the point value of the grade by the number of semester credits received for the course. A 4.0 GPA system must be used — A=4, B=3, C=2, D=1, F=0, incomplete is considered an F until made up. If a student's GPA is above 4.0 due to advanced placement courses, it will be considered as 4.0, since not all schools use this grading system. Disregard pluses and minuses. Do not count courses on the report card if they are graded on a pass/fail basis.

Example report card and GPA computation

Course	Credit	Grade	Point Value	Total
Math	1	B	1 x 3	3
Science	1	A	1 x 4	4
P.E.	1/2	A	1/2 x 4	2
History	1	C	1 x 2	2
French	1	D	1 x 1	1
Physics	1	B	1 x 3	3
Total	5.5			15

Student GPA
15 ÷ 5.5 = 2.7272

B. Team Grade Point Average — Compute team average by adding all team member GPAs and then dividing by the number of team members.

Example — Tom GPA - 2.73; Dick GPA - 3.13; Harry GPA - 3.46; Sam GPA - 3.25. Total of individual team member GPAs = 12.57

Team GPA
12.57 ÷ 4 = 3.142

(Use the form on the following pages to report Grade Point Averages)

ACADEMIC AWARD ENTRY FORM

Use Previous Semester GPAs Only

This form must be completed and submitted to the ASAA office no later than 5:00 p.m. on the Tuesday just prior to the first day of competition at the respective State Championship event.

School

Sport or Activity

School Location

Coach or Athletic Administrator

Student Name

Grade (9-12)

GPA (based on 4.0 system)

1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____

Total of Team Member GPAs

list additional team members on subsequent pages to this form.

Total of Team Member GPAs

÷

Number of Team Members

=

Team GPA

I have reviewed the information presented on this form and, to the best of my knowledge, believe it to be true and correct.

School Administrator (print name)

Administrator's Signature

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ACADEMIC AWARD ENTRY FORM

Continuation

School

Sport or Activity

Student Name

Grade (9-12)

GPA (based on 4.0 system)

13.	_____	_____	_____
14.	_____	_____	_____
15.	_____	_____	_____
16.	_____	_____	_____
17.	_____	_____	_____
18.	_____	_____	_____
19.	_____	_____	_____
20.	_____	_____	_____
21.	_____	_____	_____
22.	_____	_____	_____
23.	_____	_____	_____
24.	_____	_____	_____
25.	_____	_____	_____
26.	_____	_____	_____
27.	_____	_____	_____
28.	_____	_____	_____
29.	_____	_____	_____
30.	_____	_____	_____
31.	_____	_____	_____
32.	_____	_____	_____
33.	_____	_____	_____
34.	_____	_____	_____
35.	_____	_____	_____
36.	_____	_____	_____

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