

This form is to be completed by all athletes that are not members of the parish sponsoring the team or not enrolled in the school sponsoring the team and those athletes that are only eligible for CYO participation through PSR enrollment. The completed form is to be submitted by the member athletic director to the CYO Office by the published deadline. Section 3-1-5 & 3-2 of the Bylaws of the Diocese of Cleveland CYO contains the policies for use of this document.

To Submit an ERF, the following processes should be used:

1. The parent of the athlete visits the CYO website to review the Listing of CYO Members.
2. The parent of the athlete visits the [Parish Locator](#) on the CYO website to identify the closest CYO Members to their residence or the member/parish address as noted on line 6 of the form.
3. If the CYO member (sponsoring member) that the parents wish their child to play for is not the “nearest” member to sponsor a team, contact must be made with the athletic director of those nearer CYO members to inquire about playing for their team, or to secure the approval by the athletic director authorizing permission to play at the next nearest CYO member.
4. If upon completion of review of the [Parish Locator](#), the sponsoring member is not with-in the three (3) nearest members to the athlete’s residence/parish/school to sponsor a team, the child is not eligible to play for that team and that they need to pursue participation at the other CYO Members within the nearest three (3) or contact the CYO Office as stated in bylaw 3-1-5.
5. The parent of the athlete secures completion of Section 1 of the Eligibility Request Form. The parent of the athlete secures the signatures in Section 1.
 - If your parish/school does not sponsor any CYO sports, then the signature of the Pastor/Principal is only needed on the form.
 - If your parish/school sponsors CYO in any sports, then the signature of the member athletic director is needed on the form. The athletic director will inform you know if the Pastor/Principal needs to sign the form as well.
6. Once Section 1 is complete, the parent is to communicate with the athletic director of the sponsoring member for verification of the [Parish Locator](#) and instructions on the process for contacting the athletic director of those nearer CYO members to inquire about playing for their team, or to secure the approval by the athletic director authorizing permission to play at the next nearest CYO member.
7. If upon verification of the [Parish Locator](#), the sponsoring member is not with-in the three (3) nearest members to the athlete’s residence to sponsor a team, the parent is to be told that they are not eligible to play for their team and that they need to pursue participation at the other CYO Members or contact the CYO Office as stated in bylaw 3-1-5.
8. Once Section 2 is complete, the athletic director of the sponsoring member can complete Section 3 of the ERF and submit the completed Eligibility Request Form, as well as supporting documents and approvals obtained through bylaw 3-2-3 to the CYO Office for review.

Submission restrictions for the Eligibility Request Form:

1. All eligibility request forms are to be submitted to the CYO Office by the athletic director of the sponsoring member for each athlete that may be eligible under bylaw 3-1-5 or bylaw 3-2.
2. The Eligibility Request Forms are to be submitted to the CYO Athletic Director by the regular team entry deadline.
3. The Eligibility Request Form cannot be approved by the CYO Athletic Administration prior to the regular team registration deadline.
4. An individual seeking eligibility through the ERF process is not permitted to be rostered on the team, participate in any practice, scrimmages or competitions for the sponsoring team until written approval is received from the CYO Administration.
5. Incomplete Eligibility Request Forms will be denied and the athlete will be ineligible until the form is submitted in its entirety and approved.
6. Eligibility Request Forms will not be accepted after the published start of season date.

Submissions for those that are members of parishes/schools that do not offer CYO sports;

Athletes that are members of parishes/schools that do not offer any sports programs may complete an Eligibility Request Form once per year for all sports for an athlete wishing to participate provided:

1. According to the findings of the [Parish Locator](#), the sponsoring member is the nearest member to the athlete’s residence to sponsor a team.
2. The completed form, listing all sports for participation, is submitted to the CYO Office by the published team entry date of the first sport the athlete is applying for.
3. All deadlines, processes and athlete participation limitations apply as outlined in bylaw 3-2-1.
4. The form will be valid for one (1) athletic year.

ELIGIBILITY REQUEST FORM (ERF)



This form is to be completed by all athletes that are not members of the parish sponsoring the team or not enrolled in the school sponsoring the team and those athletes that are only eligible for CYO participation through PSR enrollment. The completed form is to be submitted to the CYO Office by the published deadline.

Section 1 (To be completed by Athlete's Parents)

1. MEMBER/PARISH ATHLETE REQUESTS TO PLAY FOR: _____ CITY: _____
2. MEMBER/PARISH ATHLETE IS A MEMBER OF: _____ CITY: _____
3. SPORT ATHLETE REQUESTS TO PLAY: _____ LEVEL OF CYO PLAY: GRADESCHOOL HIGHSCHOOL
4. STUDENT-ATHLET NAME: _____ GENDER: BOY GIRL
5. ADDRESS/CITY/ZIP: _____
6. ACCORDING TO THE PARISH LOCATOR ON THE CYO WEBSITE, THE CLOSEST CYO MEMBERS TO SPONSOR A CYO TEAM FROM THE (Check one below)
 Athlete's residence listed on line 5 Athlete's Member/Parish listed on line 2(address used: _____)
 A. _____ B. _____ C. _____
 (If the sponsoring member (named on line 1) is not in the first 3 nearest to sponsor a team, the athlete cannot participate for that team through the submission of this ERF. The parents should approach one of the CYO Members listed as nearer to the athlete's home or submit a request to the CYO Office as stated in Bylaw 3-1-5 and 3-2. If the sponsoring member is listed in the 3 nearest to sponsor a team, then consult with the sponsoring Pastoral Designee for the process to submit this ERF for approval to those nearer than your parish/school prior to submission to the CYO Office. If the sponsoring member is the nearest CYO Member to the athlete's address, submit this form to the sponsoring member's pastoral designee for completion of Section 3.)
7. PARENT/GUARDIAN NAME: _____
8. ARE PARENT/GUARDIAN CATHOLIC : YES-BOTH NO-BOTH YES-ONE (Which: _____)
9. SCHOOL ATHLETE ATTENDS: _____ GRADE: _____
10. DID ATHLETE PARTICIPATE IN THIS CYO SPORT LAST YEAR? YES NO IF YES, WHAT TEAM DID YOU PLAY FOR: _____
11. DOES THE ATHLETE'S PARISH/SCHOOL SPONSOR A CYO TEAM IN THIS SPORT THIS SEASON? YES NO

◆ We the undersigned do hereby acknowledge the above information to be true to, and that we understand that the student-athlete is not eligible to participate in any practice, contest, competition or scrimmage until approval is received from the CYO Office.

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____

ATHLETE'S HOME PARISH/SCHOOL APPROVAL

PASTOR/MEMBER ADMINISTRATOR SIGNATURE: _____ DATE: _____

ATHLETIC DIRECTOR SIGNATURE: _____ DATE: _____

Section 2

We the undersigned do hereby acknowledge that we reviewed the above information and by our signature give our approval for the above athlete to participate for the CYO Member stated in line 1 above.

PARISH/SCHOOL "A" APPROVAL (If not the sponsoring member)

PASTOR/MEMBER ADMINISTRATOR SIGNATURE: _____ DATE: _____

ATHLETIC DIRECTOR SIGNATURE: _____ DATE: _____

PARISH/SCHOOL "B" APPROVAL (If not the sponsoring member)

PASTOR/MEMBER ADMINISTRATOR SIGNATURE: _____ DATE: _____

ATHLETIC DIRECTOR SIGNATURE: _____ DATE: _____

Section 3 (To be completed by the Sponsoring Athletic Director after Section 2 approvals received)

The sponsoring member Pastoral Designee verified the information in question 6 above on _____ (Date) _____ (Initials)

TO PARTICIPATE ON THE CYO TEAM AT MY PARISH/SCHOOL, THE ABOVE ATHLETE MEETS THE CRITERIA INDICATED BELOW;

The athlete attends the sponsoring member's PSR program and lives within the sponsor's boundaries.

The athlete's parish/school does not sponsor a team in this sport & the athlete is a member of the parish/school listed in Section 1, and the sponsoring member is the closest CYO Member as determined by the Parish Locator to the athlete's residence to sponsor a team.

The athlete's parish/school does not sponsor a team in this sport & the athlete is a member of the parish/school listed in Section 1, and after receiving approval from the CYO Members listed in Section 2, the sponsoring member is the closest to the athlete's residence.

Other situation to be considered by the CYO Athletic Staff (Attach a description of the request in detail)

CYO OFFICE USE ONLY

Date Recd @ CYO _____

Approved Rejected

CYO Staff Initials: _____

Date Letter Sent: _____

◆ We the undersigned request approval for the above athlete to participate on a CYO Team that we will sponsor this season. We understand that the Athlete is not eligible to participate in any practice, contest, competition or scrimmage until approval is received from the CYO Office. We also understand that an incomplete submission will be rejected & false information contained on this form will nullify the application/approval at any time.

PASTOR/MEMBER ADMINISTRATOR SIGNATURE: _____ DATE: _____

ATHLETIC DIRECTOR SIGNATURE: _____ DATE: _____