



POINT UNIVERSITY  
**SKYHAWKS**

# Becoming a NAIA Student Athlete

A step-by-step guide for first-time Freshmen

## Contact Information

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Athletic Coordinator

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Contact Taylor if you have any questions about the registration process or eligibility process as a whole. She is the Eligibility and Compliance contact at our University and works with student-athletes on a daily basis regarding their eligibility.

**Useful Video on PlayNAIA Registration Process:** <https://youtu.be/jnD2xYJcbMo>

### NAIA Eligibility Center

(P) 816-595-8300

Contact the Eligibility Center directly

- if you are having technical difficulties
- if you accidentally answered questions incorrectly during registration and need them to manually override it, or
- if you sent in one of your documents to them and still have not seen it show up on your profile.

**\*\*Please note that your eligibility does not determine your admission to Point University, nor does your admission to Point determine your eligibility.**

For admission questions, please contact:

Point University Admissions

(P) 706-385-1202

(E) [Admissions@point.edu](mailto:Admissions@point.edu)

# High School Student Registration Checklist

Registering with the NAIA Eligibility Center is easy. Follow this simple, step-by-step checklist to help you through the process and get registered today!

**Step One: Create an account at PlayNAIA.org using a valid email address.**

*End of junior year of high school*

Start the process by visiting: [PlayNAIA.org](https://www.playnaia.org), enter your email address under “Get Access Today”, click “Register Student”

**Step Two: Validate email address.**

A validation email is generated immediately after clicking register student on the first screen. If it does not appear in your inbox right away, be sure to check your spam or junk folder.

**Step Three: Pay registration fee.**

- \$90 for U.S. and Canadian high school students
- \$135 for U.S. and Canadian transfer students and students with a break in competition after high school
- \$150 for international students.

Fee waivers are available based on need. The waiver must be confirmed by your High School Counselor through the High School Portal.

**Step Four: Complete profile.**

The registration profile includes two sections:

1. About me—provide basic information about yourself and the sports you plan to play
2. Tell My Story—list the schools you attended and list any competitive experience you have had in your sport since September 1st following high school graduation (if applicable).

**Step Five: Review and submit profile.**

After filling out the profile, be sure to review your information on the Profile Summary page to make sure it is accurate and complete before submitting.

The NAIA Eligibility Center still needs a few more things before your eligibility can be determined. Incoming freshmen must meet TWO of the follow criteria after high school graduation to be eligible to PlayNAIA.

1. Class rank in the top 50%
2. A 2.000 GPA on a 4.000 scale
3. An appropriate ACT/SAT score, depending on WHEN the test was taken:

Date Test Was Taken	ACT	SAT
Before 3/1/16	18	860
Between 3/1/16 & 5/1/19	16	860
After 5/1/19	18	970

**\*\*[EXCEPTION FOR 2020-2021 DUE TO COVID-19]**

- A student that **does not** have a satisfactory test score can satisfy freshman eligibility standards and become eligible by having at least a 2.000 final high school GPA.
- However, any student using this exception will be **required to earn at least a 2.000 cumulative collegiate GPA** prior to their next season of competition

**Step Six: Send test scores.**

*Beginning of senior year of high school*

When you register to take the ACT or SAT, use the NAIA Eligibility Center code 9876 to have the test scores sent to the NAIA Eligibility Center directly from the testing service. Only test scores sent directly from the testing agency are accepted.

**Step Seven: Send official high school transcript.**

*After high school graduation OR after junior year*

After high school graduation, you must have your high school send a final, official transcript to the NAIA Eligibility Center through the High School Portal. If class rank is not part of your official transcript, the high school can send an additional letter on official school letterhead confirming graduation in the top half of your class. Ask your high school guidance counselor to submit your transcripts and class rank through the secure, electronic High School Portal.

**Early Decisions**

If you have at least a “B” average after junior year or a 2.5 GPA midway through senior

year and the required test scores, you qualify to receive an early decision! Have your official transcripts through junior year or after 7 semesters of high school sent to the NAIA Eligibility Center.

□ **Step Eight: Choose whether or not to participate in the optional NAIA Connections service.**

*End of junior year*

NAIA Connections allows you to create a Sport Resume that can be shared with NAIA schools. You can highlight athletic and academic achievements in the Sport Resume, and then use the enhanced search feature to find NAIA schools that match your college preferences. After researching NAIA schools, you can select **up to five schools** to send your Sport Resume.

### **Checking Eligibility Status**

Once you have completed the registration process, AND test scores and transcripts are received, an NAIA Eligibility Center manager will review the material and determine your initial eligibility. You can view your status in the determination process at any time by logging into PlayNAIA.org and viewing your Decision Progress Bar.

Priority for review is given to transfer students who appear on a “Short List” for any NAIA school. A Short List includes each NAIA school’s most serious recruits and is built by the school’s staff.

If you are entering college for the first time and do not have a break between your high school and college coursework, you do not need to be on a Short List to receive an eligibility decision.

## Questions?

NAIA Eligibility Center staff members are available to answer questions students may have regarding their registration. Any time the student contacts the NAIA Eligibility Center, the student must be prepared to provide his or her Eligibility Center ID# and answer to the security question. The NAIA Eligibility Center may be contacted at:

**ECinfo@naia.org or (816) 595- 8300**

## FAQs

**Q:** If I send my transcripts and test scores to Point University, does that mean that they will be sent to the NAIA automatically?

**A:** **NO**. All transcripts and test scores **MUST** be sent separately; one to Point and one to the NAIA. This is because a transcript becomes unofficial as soon as it is opened. Both Point **AND** the NAIA require an official transcript. Therefore, each student-athlete should request 2 separate transcripts—one for Point University and one for the NAIA.

**Q:** How long will it be until I know that I am eligible?

**A:** That all depends on how quickly you submit all of your documents and what time of the year it is. Once documents reach the Eligibility Center, they show up on your profile within 24 hours. Peak times for the Eligibility Center are July-August and December-January. During non-peak times, athletes who have all steps completed have been processed within 24-48 hours. During peak times athletes should expect about a 7-day wait time to be processed. This is why we encourage you to register as soon as possible!

**Q:** If I am eligible does that mean that I am admitted to Point?

**A:** **NO**. The Admission process and the Eligibility process are completely separate.

## What's the NAIA Code to Send Test Scores?

# 9876

Students must request that their test scores be sent *directly* from the testing service to the NAIA Eligibility Center using our code: 9876.

We cannot accept test scores that appear on high school transcripts.

Only *one* qualifying test score is needed.

## NAIA Document Processing

The NAIA Eligibility Center is still accepting documents required for eligibility reviews.

We **highly** recommend using the NAIA portals/approved third-party vendors (US documents only) or InCred (international documents only) to electronically submit for fastest processing times. New NAIA portal users will need to be verified by eligibility center staff before granted access to upload. Please note: we cannot accept emailed documents or transcripts sent to [ECInfo@naia.org](mailto:ECInfo@naia.org).

1. NAIA Registrar Portal - the fastest and preferred method.
2. Approved third-party vendors - Parchment, National Student Clearinghouse, eScrip-Safe/Credentials Solutions; if an email address is required for these services, you must use **documents@naia.org**.
3. **All** US high school documents must be submitted through the NAIA High School Portal.

Physical document processing will not take place daily and will be delayed extensively; this is subject to change. **If you sent your documents through FedEx, UPS, or any other third-party shipping carrier, please email [ECInfo@naia.org](mailto:ECInfo@naia.org) with your tracking number and name of shipping carrier used.**