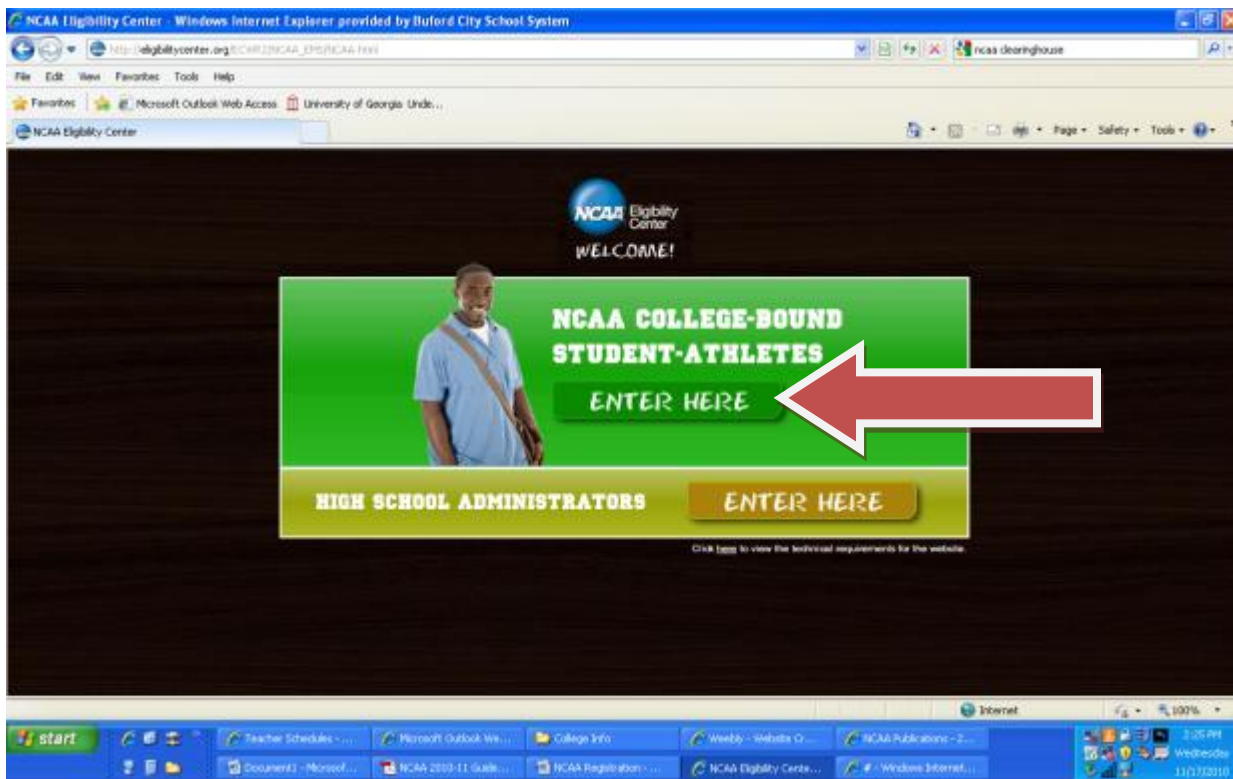
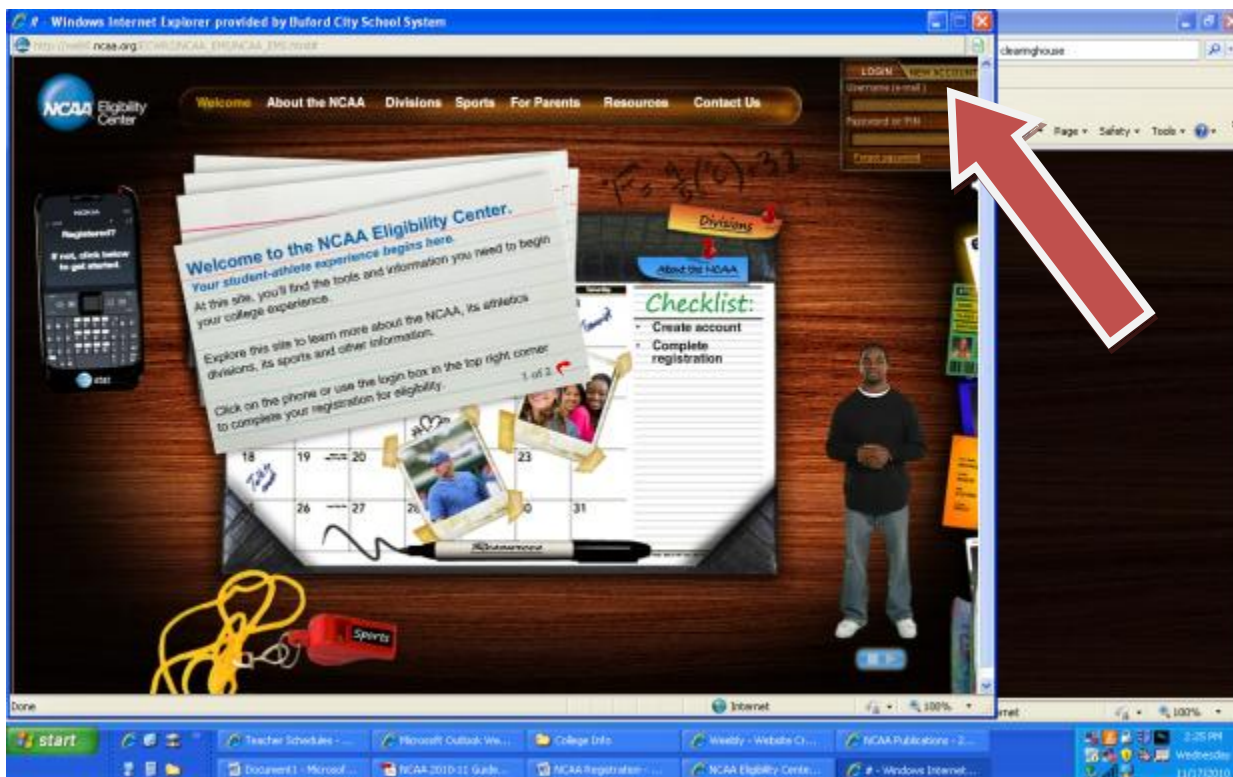


## Registration Steps for the NCAA Eligibility Center

To register with the Eligibility Center, go online to [www.eligibilitycenter.org](http://www.eligibilitycenter.org) and click on the green button “ENTER HERE”



To create an account, click on the “New Account” button at the top right of the screen.





Now, you can begin to create your account. You must create a password and security question. Then enter the requested information and continue....

Click here to view site security details.

### Create Your Account

Just a few more questions! Complete the following and click "Continue."

E-mail \*

(You will be able to change your e-mail later.)

Password \* Retype Password \*

(Your password must be a total of 6-12 characters in length and must contain a mix of letters and numbers.)

Security Question \* Answer \*

(We may use this information to verify your identity in some cases.)

First Name \* Middle Name Last Name (Surname/Family Name) \*

Gender \* Date of Birth \*

Female  Male Month Day Year

Continue

**IMPORTANT PAGE!!!** It is very important that you and your guardian READ the terms and conditions and the Bylaws. Once the information is read, check the proper boxes and Electronically sign your name.

### Terms and Conditions

As stated in the NCAA Manual Bylaw 10.1, I understand that knowingly furnishing the NCAA Eligibility Center, the NCAA or any NCAA member institution with false or misleading information or omitting information could result in violations including my permanent ineligibility to participate in:

I certify that I am the person whose name appears on this form and that I have read and fully understand the rules of ethical conduct as outlined in the [NCAA Bylaw 10.1](#).

### Ethical Conduct

It is my responsibility to be honest and provide accurate and complete personal, academic and athletic participation information to the Eligibility Center, LLC ("NCAA Eligibility Center") and the National Collegiate Athletic Association ("NCAA") and to provide updated information through the date of my initial full-time enrollment at a college or university.

I certify that I am the person whose name appears on this form and that I have read and fully understand the rules of ethical conduct as outlined in the [NCAA Bylaw 10.1](#).

Your typed name and date are the same as your legal signature.

Full Name \* Date

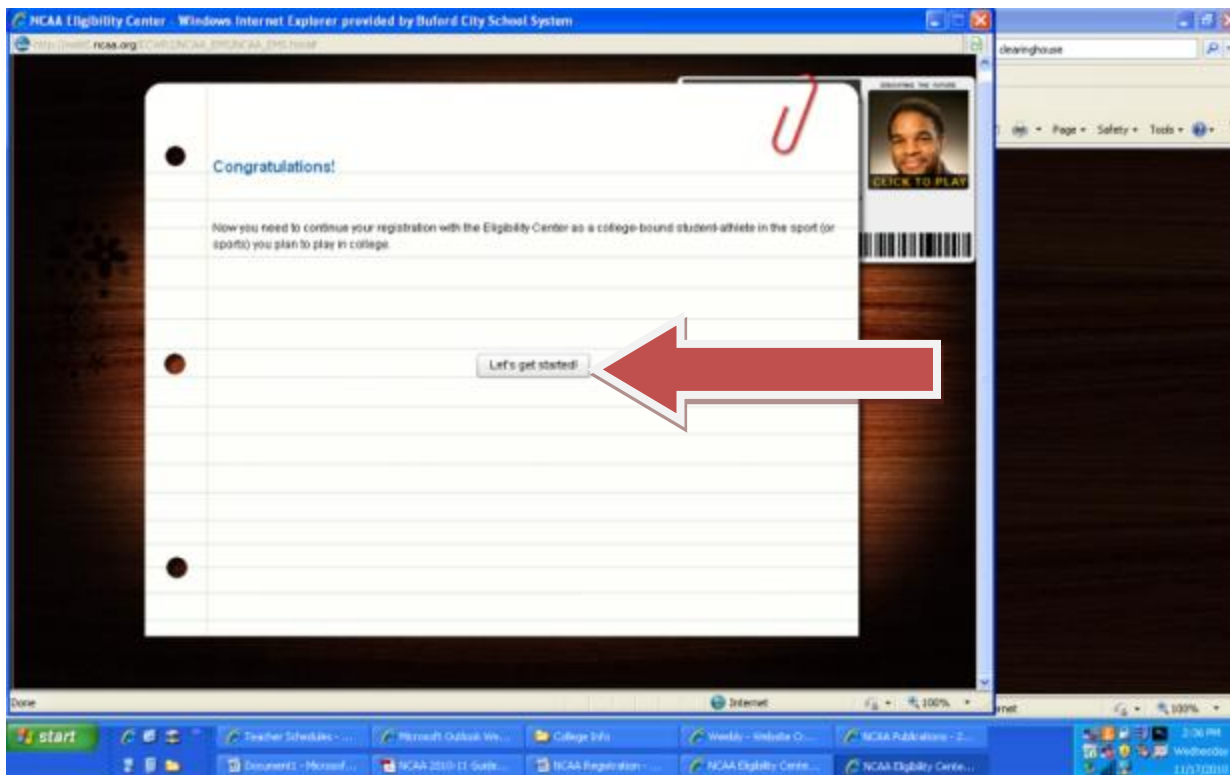
November 17, 2010

### Parent / Guardian

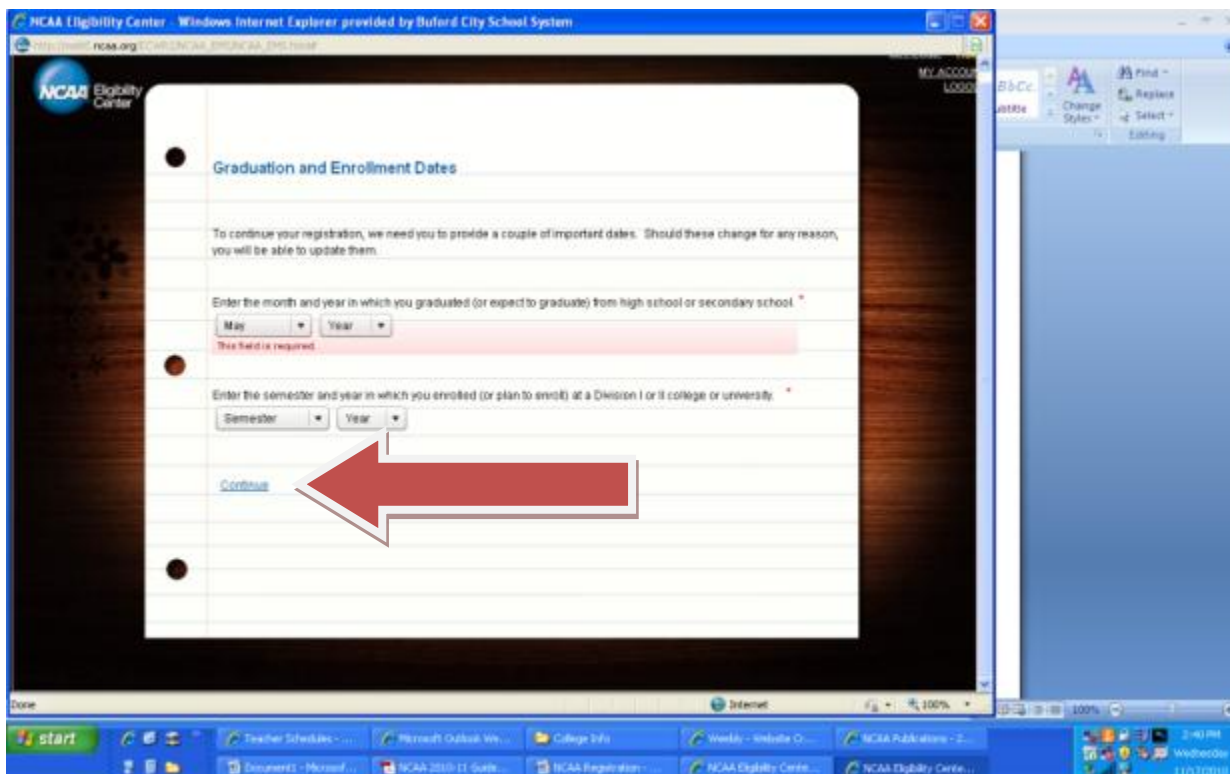
I certify that I am the parent/guardian of the person whose name appears on this form and that I have read and fully understand the attached Terms and Conditions.



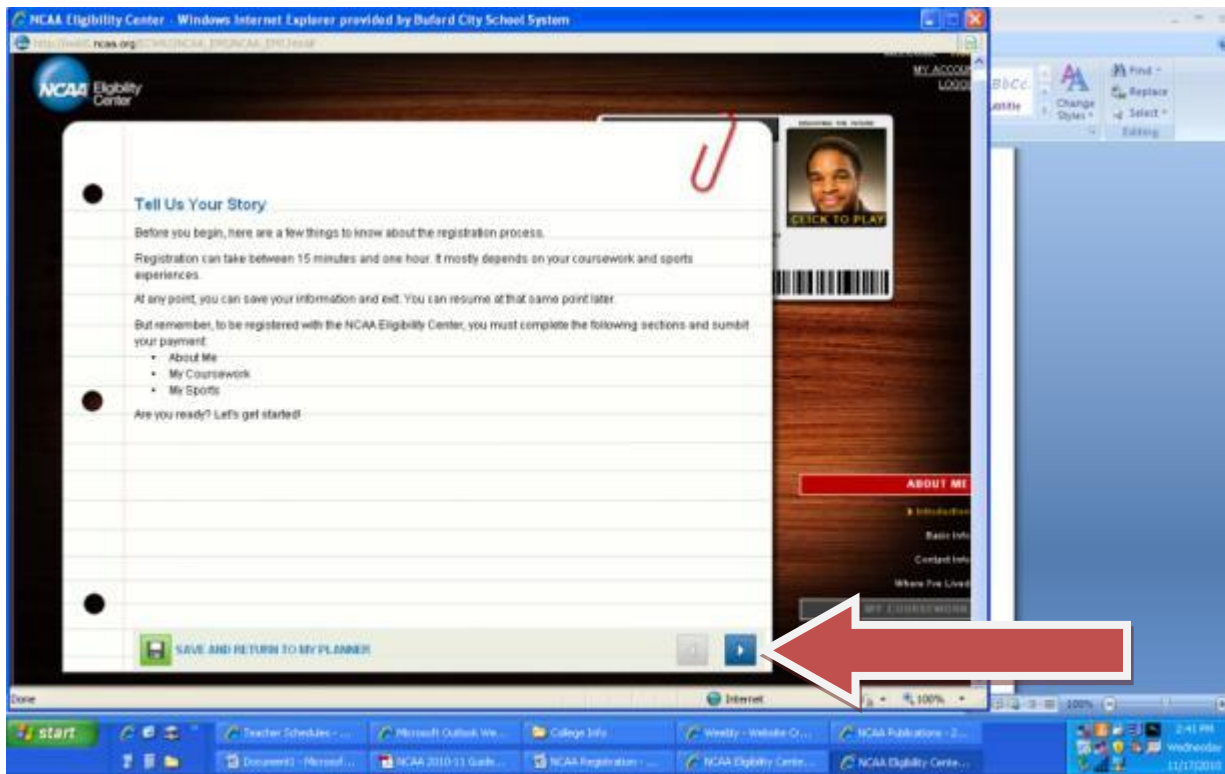
The account is now created and it is time to get started on answering some questions.



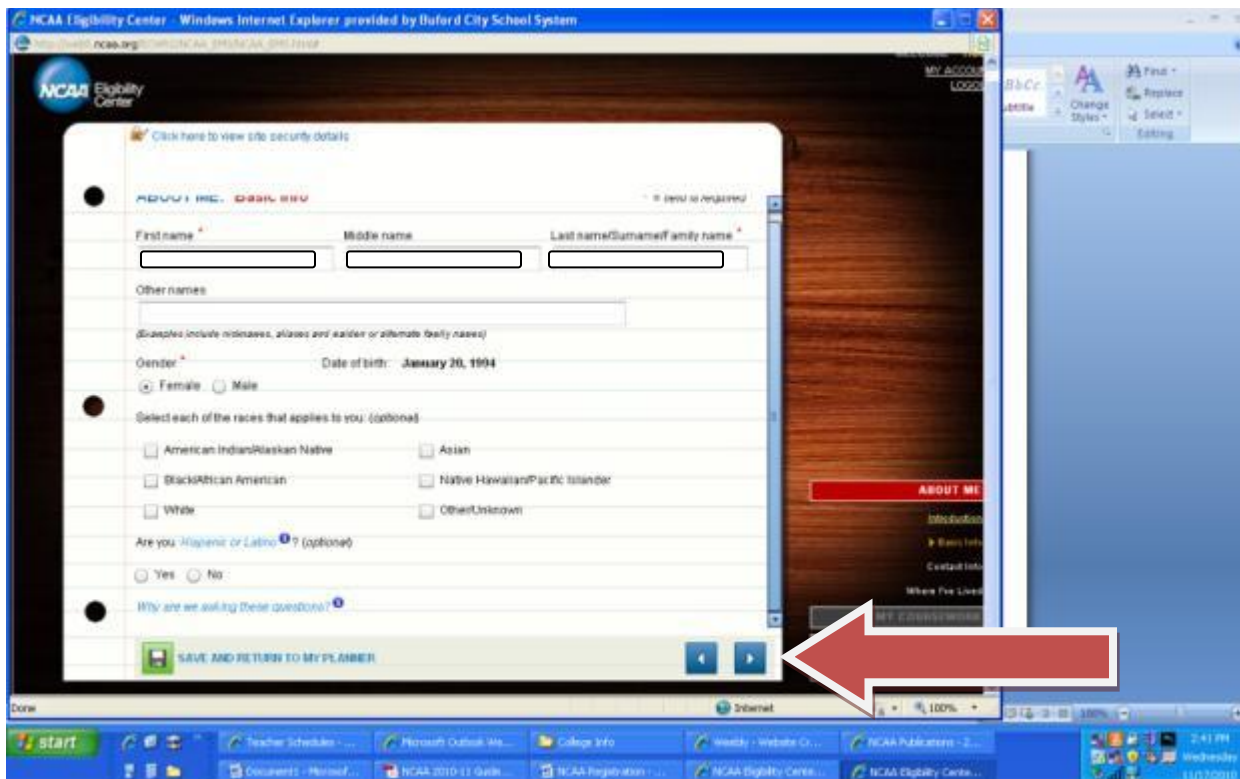
First, identify when you plan to graduate from high school and enroll in college.

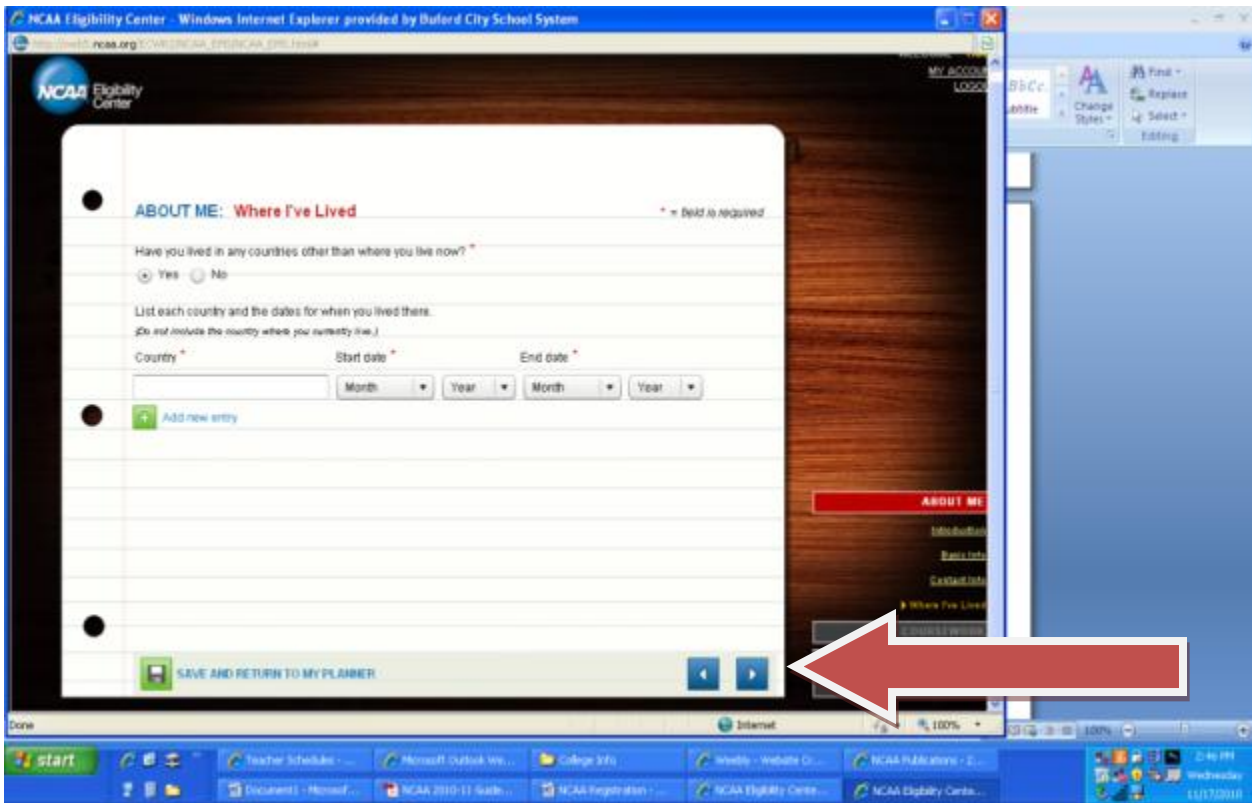
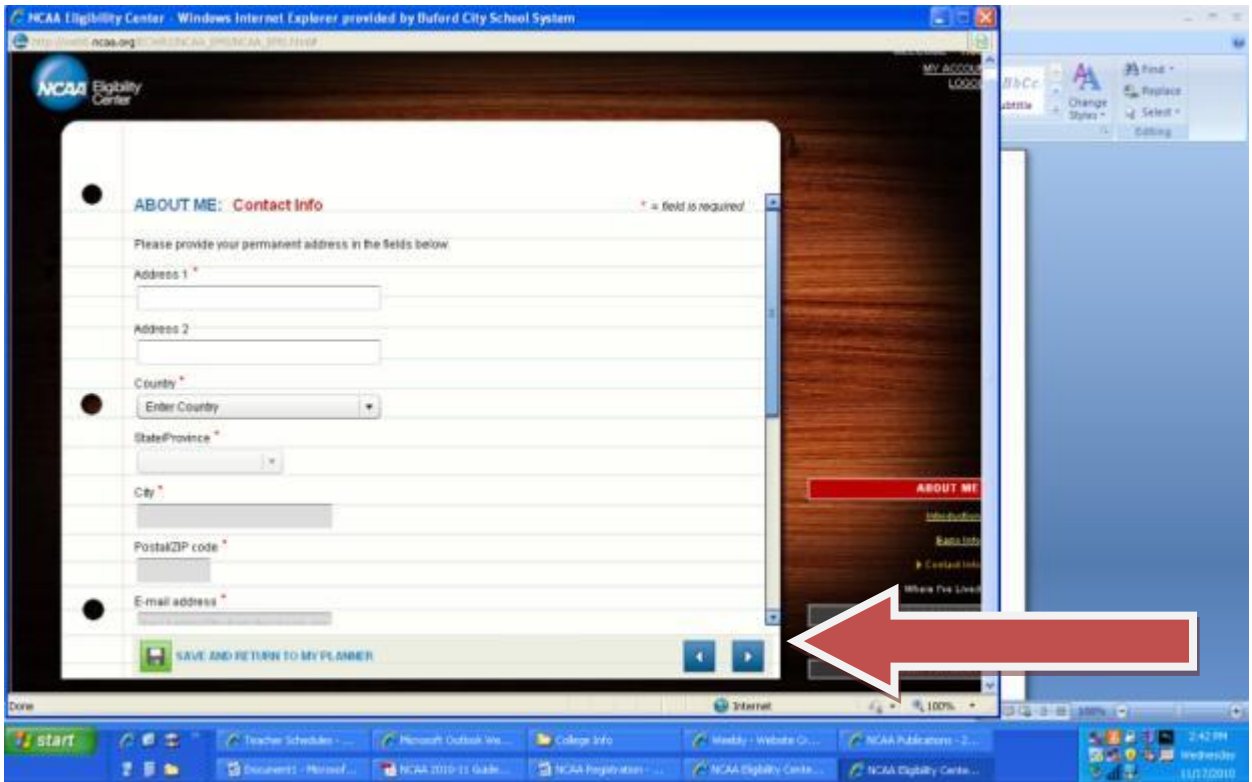


Now, there are questions to answer about yourself, your coursework, and your sports. At the bottom of the page, click on the arrow pointing to the right.



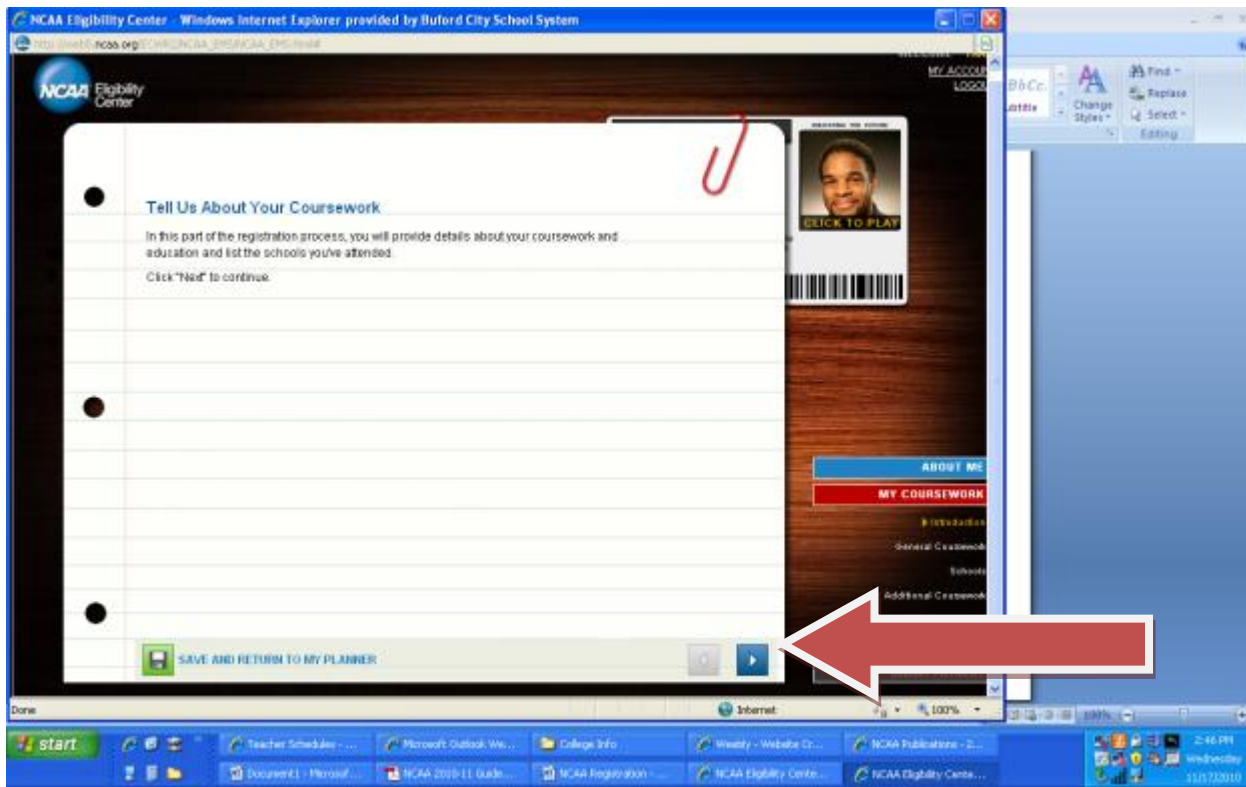
Continue to answer questions about yourself on the next 3 screens and click on the arrow at the bottom of the page.



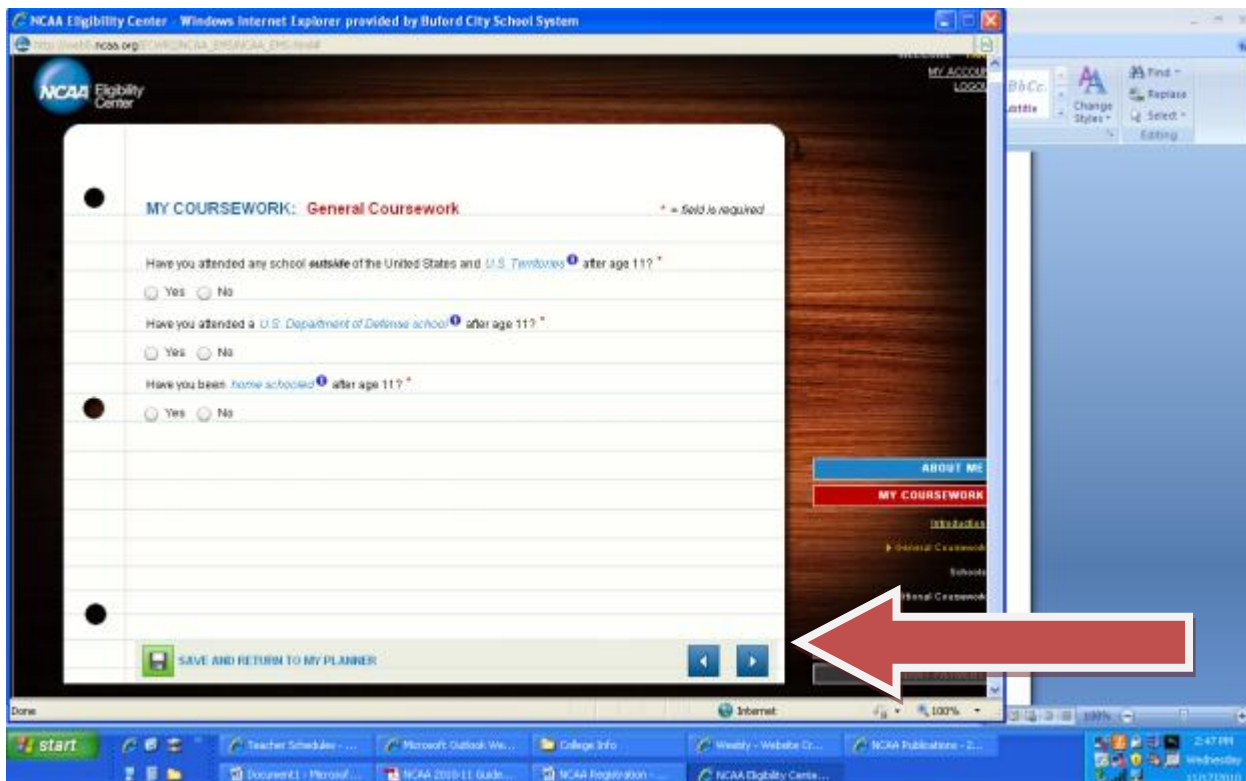




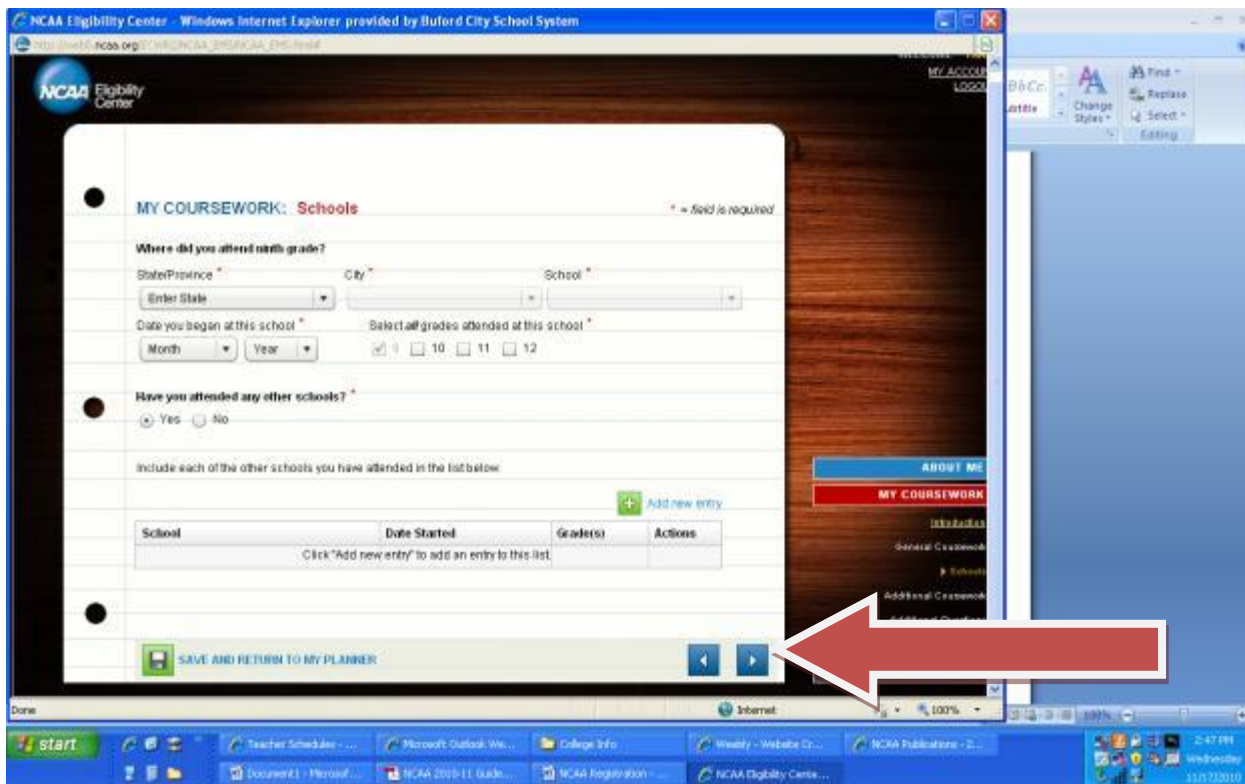
Now, there are questions to answer about your coursework. At the bottom of the page, click on the arrow pointing to the right.



Continue to answer questions about your coursework ...this screen asks about attending a school outside of the United States or about being home schooled.....click on the bottom right arrow.



Continue to answer questions about your coursework ...this screen asks about the names of the high schools you have attended (make sure you list all high schools)...click on the bottom right arrow.



Continue to answer questions about your coursework ...this screen asks about any coursework failed or repeated....click on the bottom right arrow.





If you answered yes to any of the questions in the prior screen, this screen will be generated and the questions will need to be answered....then click on save or save and add another.

The screenshot shows the 'Additional Educational Experience' form in a web browser. The form includes the following fields and options:

- Course name \*
- Reason for taking course (check all that apply):
  - This is a course that I failed and retook
  - This is a course that I retook to improve a grade
  - This is a summer school course that I took somewhere besides my U.S. high school
  - This is an online or correspondence course
  - This is a college course
- Course start date \* (Month and Year dropdowns)
- Course end date \* (Month and Year dropdowns)
- Name of school or provider \*
- Country where school is located \* (Dropdown menu)
- State/Province \* (Dropdown menu)
- City \* (Text input)

At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Save and add another'. A large red arrow points to the 'Save and add another' button.

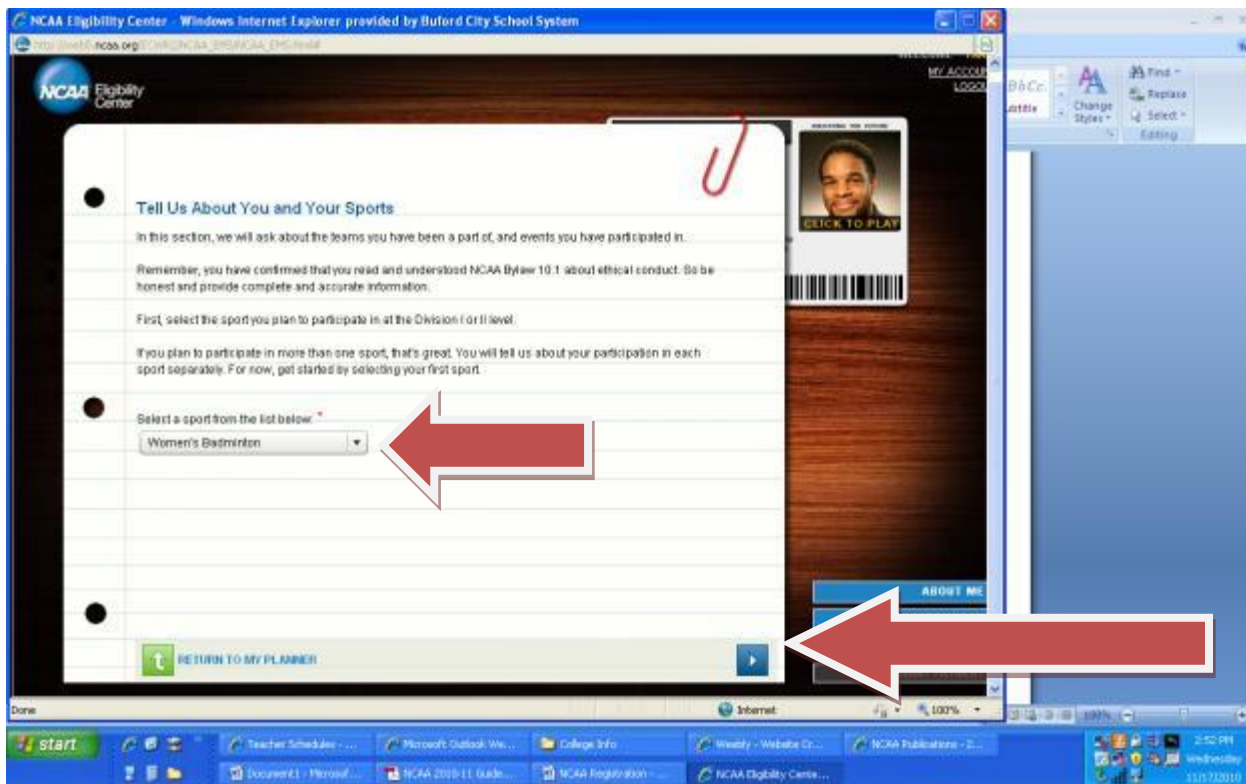
Continue to answer questions about your coursework ...this screen asks about any school year or grade level that was failed or repeated....click on the bottom right arrow.

The screenshot shows the 'MY COURSEWORK: Additional Questions' form in a web browser. The form includes the following fields and options:

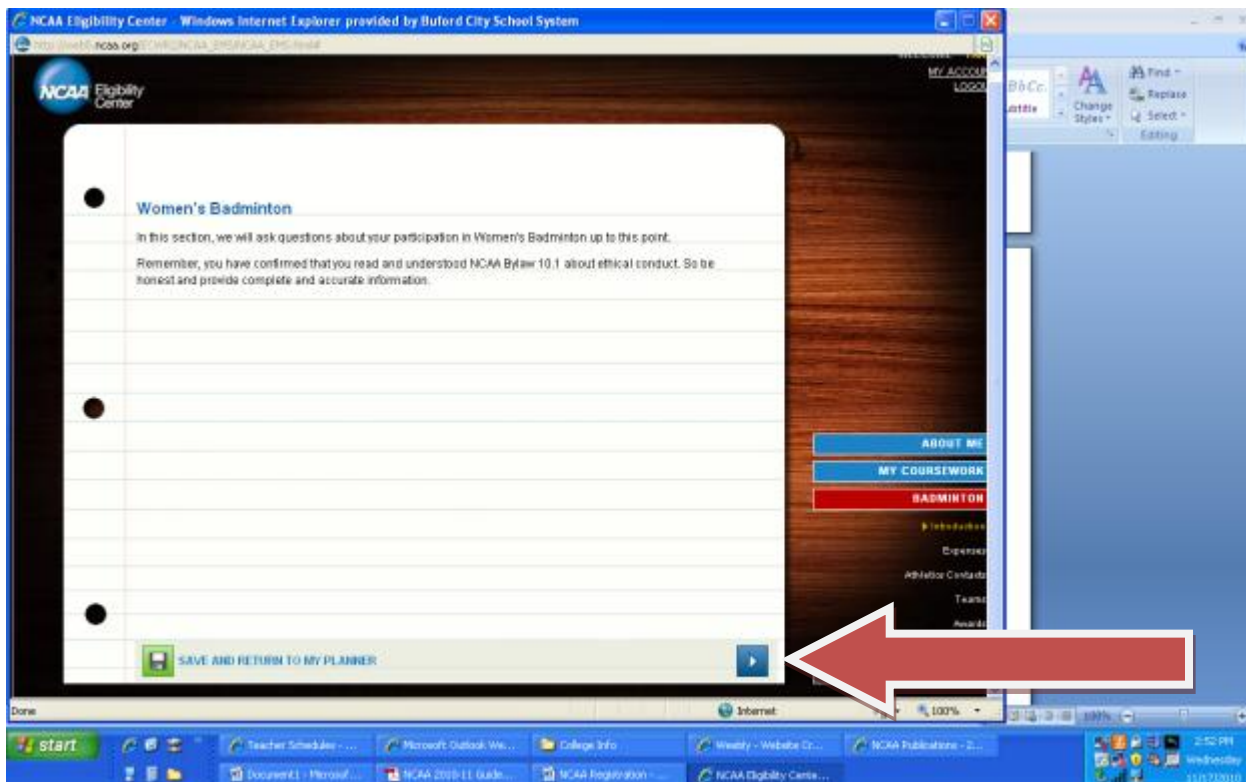
- Have you ever repeated a year of high school or secondary school? \*
  - Yes
  - No
- Provide details here. Include each grade level you repeated and why. \*

At the bottom of the form, there is a 'SAVE AND RETURN TO MY PLANNER' button and a right-pointing arrow. A large red arrow points to this right-pointing arrow.

Now there are questions to answer about your sport. Use the drop down menu to select the sport you desire to play in college..... then click on the bottom right arrow.



On the next 5 screens, continue with the sport selected...



NCAA Eligibility Center - Windows Internet Explorer provided by Buford City School System

http://web2.ncaa.org/EM/REGISTRATION/EXPENSES\_EXPENSES

**BADMINTON: Expenses** \* - field is required

Have you ever competed in a Women's Badminton event where any part of your expenses was paid for by someone other than your family, your team or the sponsor of the event?

If "Yes", list each of these events. Click the "Add new entry" button to begin.

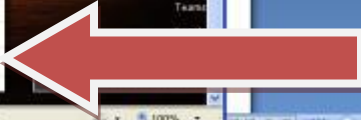
If "No", check the box below to indicate that you have no events to list.

Event Date	Event Name	Who paid expenses?	Actions
You have not added any events to this list yet.			

Check here to indicate that you have never had any part of your expenses paid by someone other than your family, your team or an event sponsor when competing in a Women's Badminton event.

Enter your initials to confirm your response: \*

SAVE AND RETURN TO MY PLANNER



NCAA Eligibility Center - Windows Internet Explorer provided by Buford City School System

http://web2.ncaa.org/EM/REGISTRATION/ATHLETICS\_CONTACTS\_ATHLETICS\_CONTACTS

**BADMINTON: Athletics Contacts** \* - field is required

Have you ever given permission to anyone other than a parent, legal guardian or coach to market, advertise or promote your skills in Women's Badminton?

If "Yes", list each of these individuals. Click the "Add new entry" button to begin.

If "No", check the box below to indicate that you have no individuals to list.

Name	Relationship	Phone Number	Actions
You have not added anyone to this list yet.			

Check here to indicate that you have never given permission to anyone other than a parent, legal guardian or coach to market, advertise or promote your skills in Women's Badminton.

Enter your initials to confirm your response: \*

SAVE AND RETURN TO MY PLANNER





NCAA Eligibility Center - Windows Internet Explorer provided by Buford City School System

http://web2.ncaa.org/eligibility/ELIGIBILITY\_HOME.html

**NCAA Eligibility Center**

**BADMINTON: Teams** \* - field is required

Since turning 14 years old, have you practiced or played with any Women's Badminton teams other than a U.S. high school team?

If "Yes", list each of these teams. Click the "Add new entry" button to begin.

If "No", check the box below to indicate that you have no teams to list.

Add new entry

Date Range	Team Name	Contact Name	Actions
You have not added any teams to this list yet.			

Check here to indicate that you have not practiced or played with any Women's Badminton teams other than a U.S. high school team since turning 14 years old.

Enter your initials to confirm your response. \*

Done Internet 100%

start Teacher Scheduler... Microsoft Outlook... College Info... Weekly - Website Co... NCAA Publications - 2... 2:54 PM Wednesday 11/17/2010

MY ACCOUNT LOGOUT

Find - Replace - Select - Editing

ABOUT ME

MY COURSEWORK

**BADMINTON**

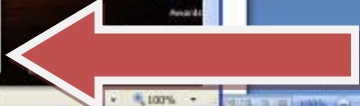
Individuals

Records

Atlanta Capitals

Teams

Awards



NCAA Eligibility Center - Windows Internet Explorer provided by Buford City School System

http://web2.ncaa.org/eligibility/ELIGIBILITY\_HOME.html

**NCAA Eligibility Center**

**BADMINTON: Awards** \* - field is required

Have you ever competed in a Women's Badminton event as an individual (not as part of a team) where you received any type of award for your participation?

If "Yes", list each of these events. Click the "Add new entry" button to begin.

If "No", check the box below to indicate that you have no events to list.

Add new entry

Event Date	Event Name	Who Paid For Award	Actions
You have not added any events to this list yet.			

Check here to indicate that you've never received any type of award while competing in a Women's Badminton event as an individual.

Enter your initials to confirm your response. \*

Done Internet 100%

start Teacher Scheduler... Microsoft Outlook... College Info... Weekly - Website Co... NCAA Publications - 2... 2:54 PM Wednesday 11/17/2010

MY ACCOUNT LOGOUT

Find - Replace - Select - Editing

ABOUT ME

MY COURSEWORK

**BADMINTON**



Individuals

Records


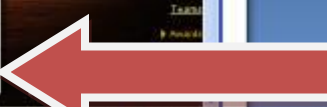
Atlanta Capitals

Teams

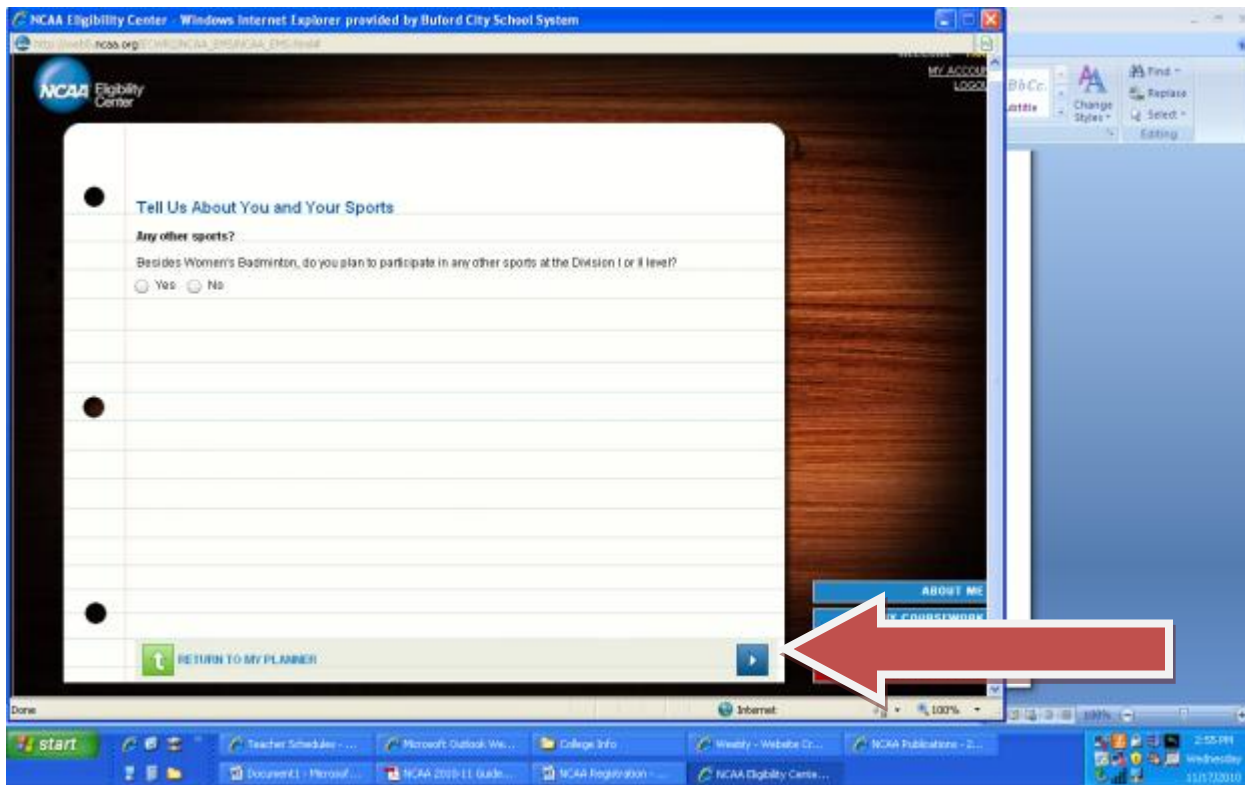
Awards

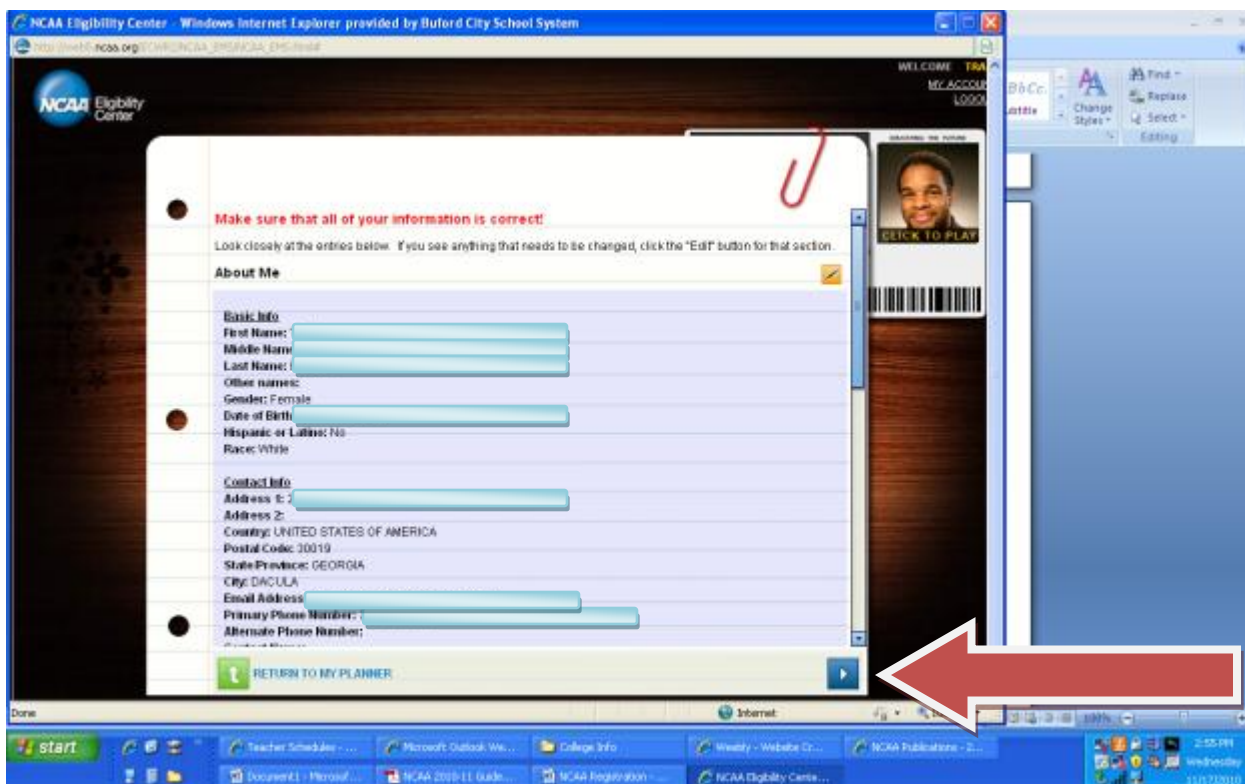
CLICK TO PLAY

Do you plan to play another sport in college?



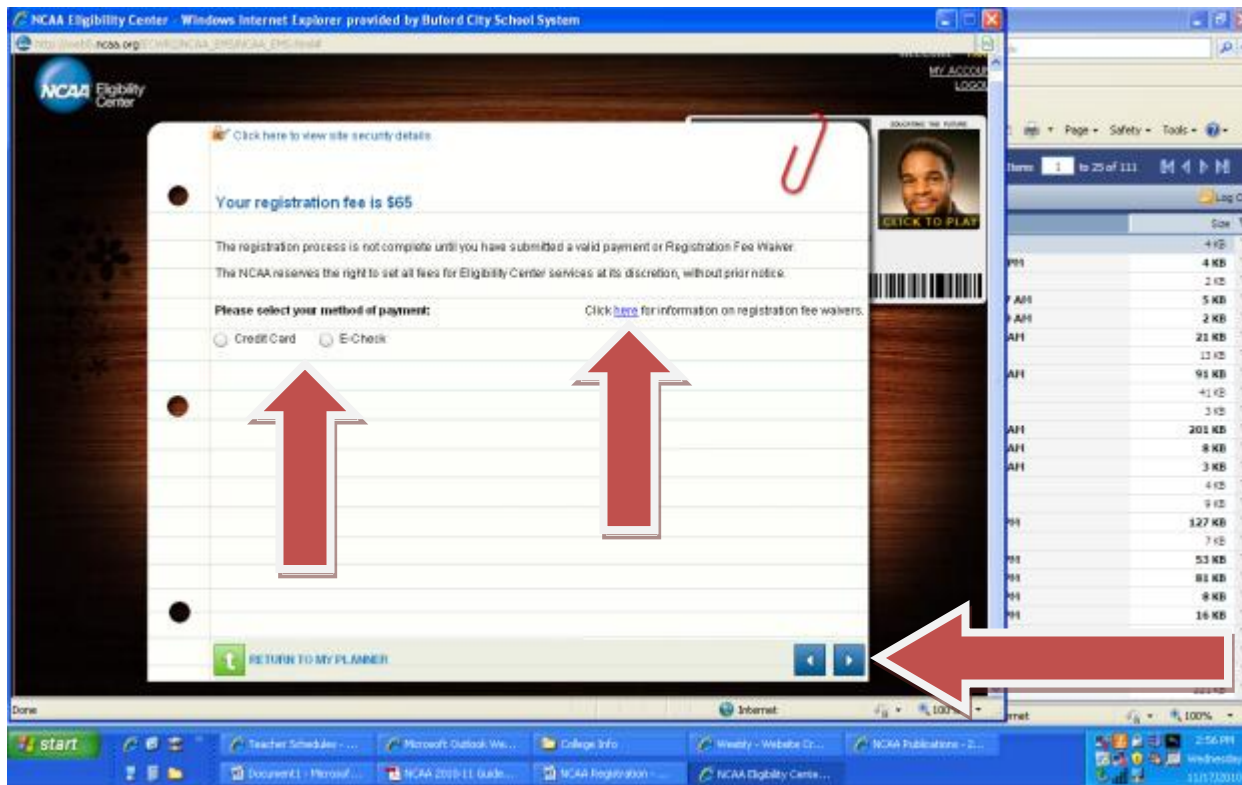
**CONFIRMATION!!!** Please look over the information to confirm all information has been entered correctly....click on the right arrow at the bottom of the page.



It is now time to submit payment.

\*\*\*\*\*If you will be paying with a credit card or e-check - click on the bubble and a new screen will appear (see the Credit Card screen)

\*\*\*\*\*If you are using a fee waiver, click on the highlighted blue word "[here](#)" and see your guidance counselor. (see the Fee Waiver screen)

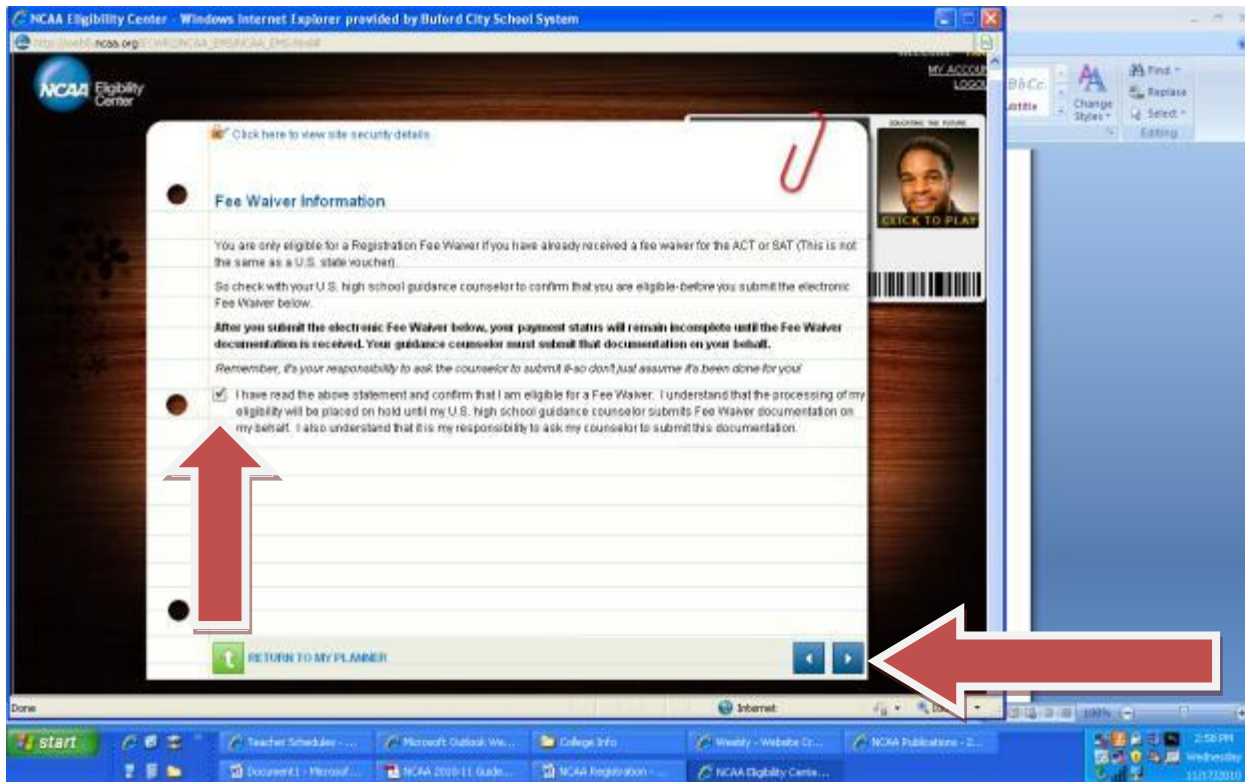


If you are paying by credit card (or e-check), enter the information provided....then click on the right arrow at the bottom.

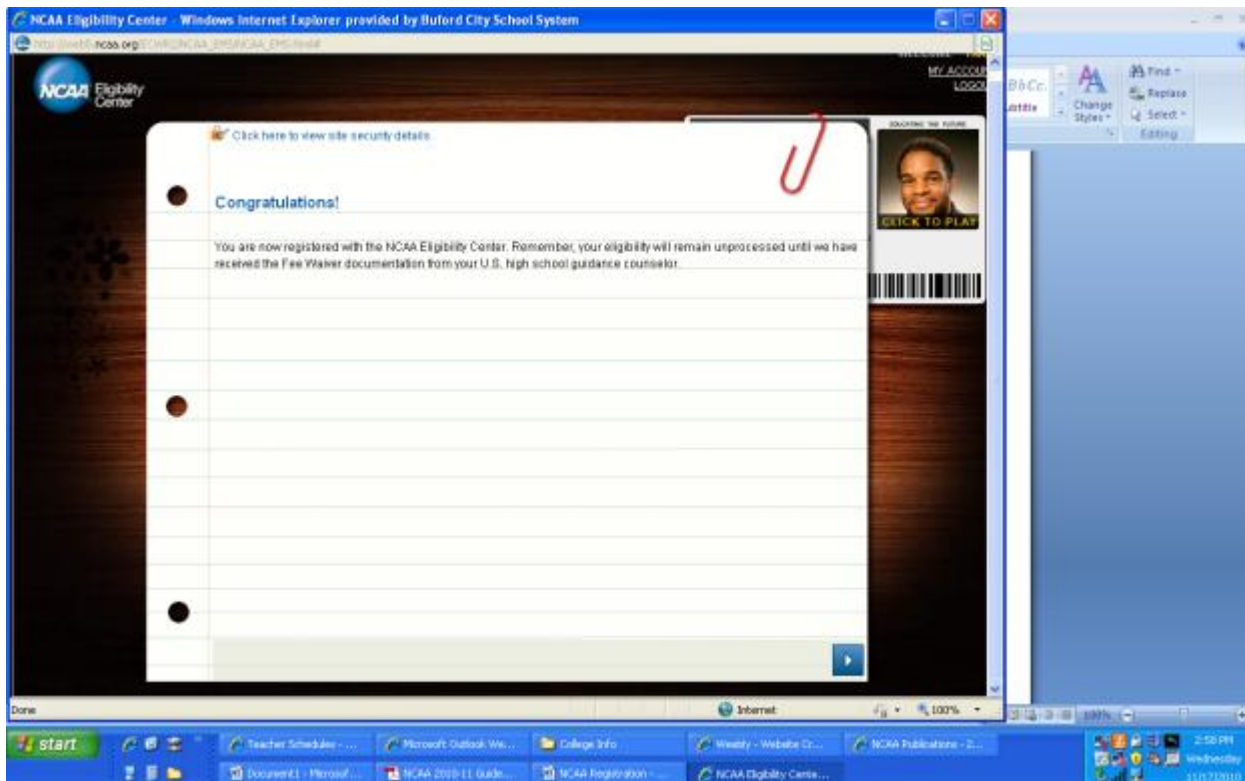




If you are using a fee waiver, enter the information provided....then check the box and contact your guidance counselor.



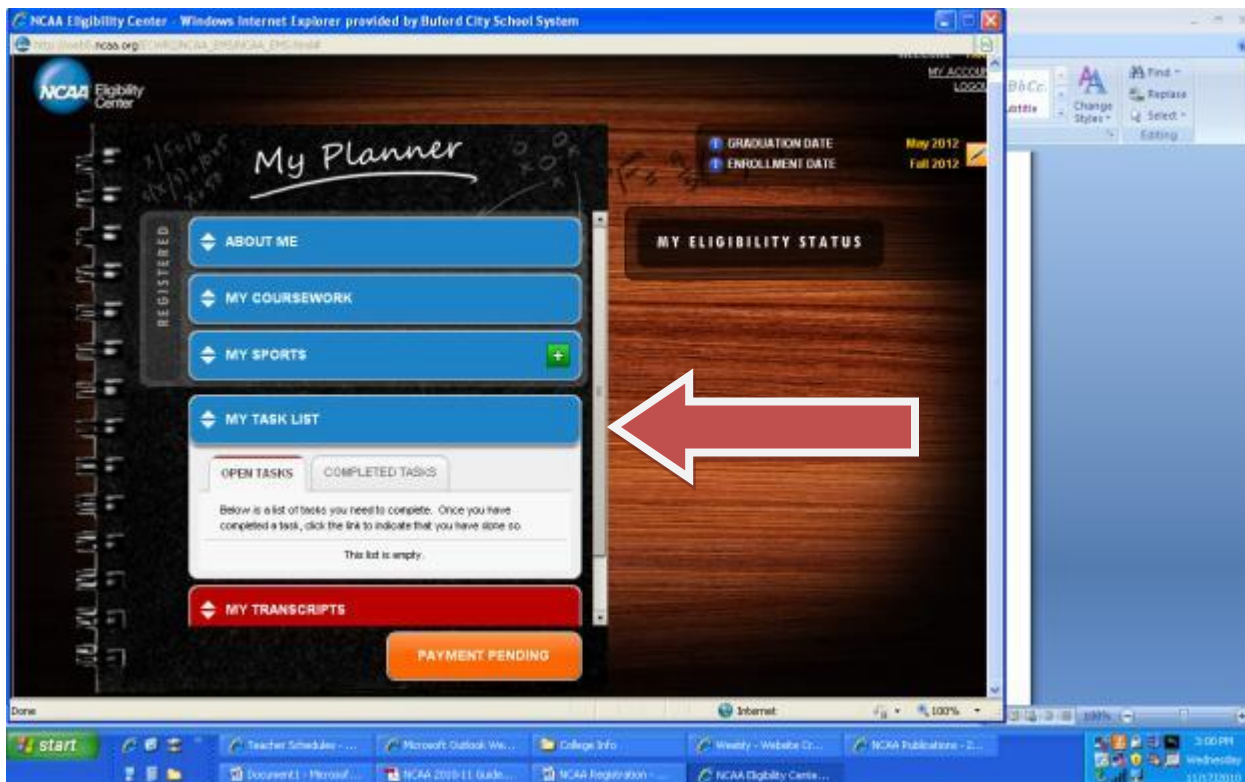
Once payment or fee waiver have been submitted, you are now registered. Be sure you complete a transcript request form to give to your guidance counselor at the end of your junior year.



You now have access to your account and you can periodically check your status. Click on the blue or red boxes below.



The MY TASK LIST helps to make sure that you have completed all the steps in the NCAA Eligibility process. You can check on open tasks or completed tasks.



The red boxes of MY TRANSCRIPTS and MY TEST SCORES allows you to check the status of the eligibility center having your transcript and test scores.

The screenshot displays the NCAA Eligibility Center's 'My Planner' interface. At the top, the page title is 'NCAA Eligibility Center - Windows Internet Explorer provided by Buford City School System'. The main content area is titled 'My Planner' and includes a 'MY TRANSCRIPTS' section with a red header and a 'MY TEST SCORES' section with a red header. A large red arrow points to the right side of the page, specifically towards the 'MY ELIGIBILITY STATUS' section. The interface includes a 'PAYMENT PENDING' button and a 'GRADUATION DATE' of May 2012 and 'ENROLLMENT DATE' of Fall 2012. The bottom of the page shows the Windows taskbar with various open applications and the system clock.