



***GEORGIA ASSOCIATION OF PRIVATE  
AND PAROCHIAL SCHOOLS***

***MANUAL***

**GAPPS CONSTITUTION 2019-2020**

Revised Date: August 22, 2019

**Article I – Organization Title**

The organization shall be known as the Georgia Association of Private and Parochial Schools (GAPPS).

**Article II – Purpose of the Organization**

The purpose of GAPPS shall be to promote academic excellence among member schools; to promote, develop, direct, protect and regulate interscholastic, athletic, and literary relationships among member schools; and to stimulate fair play, friendly rivalry, and good sportsmanship among contestants, schools and communities. GAPPS desires to unite Faith Based schools, Independent Schools and Learning Centers who wish to impact and influence their students through fine arts, literary and athletics.

**Article III – Membership and Classification**

**Section 1 – Eligibility for Membership-**

The membership of the Georgia Association of Private and Parochial Schools shall consist of independent schools or organizations who meet the membership requirements set forth in the bylaws and have been accepted by the association leadership.

**Section 2 – Classification of School**

Member schools shall be placed in regions and classifications for the purpose of literary and athletic competition. Member schools will be realigned every two years. Classifications will be based on enrollment of Grades 8-11 of the year of reclassification. Schools will be classified as either Division I or Division II based on the classifications found in the bylaws.

- Division I -
  1. Shall be an accredited school
  2. Shall be in compliance with the 25% rule governing (AES) alternatively educated students as it relates to athletic participation
  3. Athletic competition shall be governed by (NFHS) National Federation of High Schools as adopted and modified by (GHSA) Georgia High School Association and (GAPPS) Georgia Association of Private & Parochial Schools
- Division II -
  1. May be an accredited or non-accredited school
  2. Not in compliance with the 25% rule governing (AES) alternatively educated students as it relates to athletic participation
  3. Athletic programs designed specifically and restricted to home schooled students
  4. Athletic competition shall be governed by (NFHS) National Federation of High Schools as adopted and modified by (GHSA) Georgia High School Association and (GAPPS) Georgia Association of Private & Parochial Schools

**Section 3 – Region Assignments-**

1. Region assignments are done by sport.
2. Geographical location of school or program is used to determine region assignment.

3. Number of regions is determined by number of participating schools or programs in that sport.
4. Sub Regions created when in the best interest of the region.

**Section 4 – Membership in another Association**

1. GAPPS allows for schools to hold membership in other associations, provided that:
2. The school does not participate in the same sport for multiple associations in the same season
3. the school is not in violation of the other association rules, by participating with GAPPS.
4. the school adheres to all GAPPS bylaws, rules and regulations set forth in this manual.

**Article IV – Governance**

**Section 1 – GAPPS Officers**

- President
- Executive Director
- Director of Operations
- Director of Fine Arts
- Business Manager
- Compliance Officer
- District Directors

**Section 2 – Executive Committee**

- Membership of the Executive Committee shall be comprised of two Headmasters representing each home region (found in the index). The home regions will elect their own representatives, can be done by proxy.
- Each committee member will serve a two year term beginning August 1st of the year they are elected throughout July 31st of the final year of their two year term.
- Executive Committee meetings are mandatory meetings and require attendance in order to record a vote. Voting may not be done by proxy.

**Section 3 – Athletic Committee**

- Membership of the Athletic Committee shall be comprised of two Athletic Directors representing each home region (found in the index). These representatives will serve as the Region Chair and Region Vice Chair for two year terms. Each home region will elect their own Region Chair(s) (can be done by proxy).
- Each committee member will serve a two year term beginning August 1st of the year they are elected throughout July 31st of the final year of their two year term.
- Schools will be able to submit rule recommendations to the Region Chair(s) to be presented at the committee meeting.
- Rule changes coming out of the Athletic Committee will require final approval from the Executive Committee before being implemented. All rule changes will require a minimum  $\frac{2}{3}$  vote at both the Athletic and Executive Committees in order to be implemented.
- New rules will go into effect the following school year, except for rules relating to safety which can be immediately implemented upon approval from the Executive committee.

**Section 4 – Appeal Committee**

- The Appeal Committee shall be comprised of Heads of School or Athletic Directors selected by the Association office from either the Athletic or Executive committees. The Appeal Committee will be made up of 10 members, of which 3-5 members will attend the Committee meetings (held 3 times a year).
- The Appeal Committee shall have the authority to set aside the effect of the migratory rule, the courses passed rule and the accumulation of credits rule upon an individual student when in its opinion the rule works an undue hardship upon that student.
- The Appeal Committee shall meet at a location and on dates established by the President and published in the Association Calendar. Requests will be considered to have a rule or rules set aside for the benefit of individual students and shall consider such requests at the meetings held for that purpose, but not at any other meetings of the committee. If conditions upon which a request is based develop after Appeal Committee Hearing, the President is authorized to set a date for a special meeting to be held to consider such case or cases.
- The Head of School of all member schools who have filed requests to have the effect of a rule set aside for individual students shall be notified of the time of the meeting at which such requests will be considered not less than seven (7) calendar days before such meeting.
- A request will be considered at a meeting only if complete information concerning the case is filed in writing with the President at least ten (10) calendar days prior to the date of the meeting and if a representative of the school, along with the student, is present at the meeting to furnish the Appeal Committee with information. Complete information includes a transcript, if applicable. Forms regarding submitting an appeal can be found on the GAPPS website.
- The conditions which cause the student to fail to meet the eligibility requirements must have been beyond the control of the school, the student, and/or his parents, and such that none of them could reasonably have been expected to comply with the rule. Ignorance of the rule on the part of any or all of them shall not be considered sufficient cause for setting aside its effects.
- The decision of the Appeal Committee shall be decided by a majority vote to set aside the effects of the rule in each individual case, and such decision shall not be considered as setting a precedent for other cases of a somewhat similar nature.
- Appeal Committee meetings will consider appeals 3 times a year, or once per season. Meetings will be held on the second Wednesday of the following months: August (Fall), November (Winter), and February (Spring).
- Any other appeal requested (other than regularly scheduled dates) must be accompanied by a check sufficient to pay the entire estimated expenses of the Appeal Committee to defray the cost of bringing the Appeal Committee into session.
- An appeal of an eligibility decision must be based on one or more of the following reasons and be approved by the President:
  1. There is substantial new information to be submitted that was not heard by the previous group making the decision that is being appealed.
  2. There is an allegation that an Association rule was misapplied in that ruling.
  3. There is an allegation that due process was not given in previous considerations.

- An appeal of a decision by the President must be based on one of the following reasons:
  1. There is an allegation that an Association rule was misinterpreted.
  2. There is an allegation that the President did not afford due process to the school.
- The Association Appeal Committee, after hearing and/or examining the evidence submitted by the party or parties, may affirm or reverse the decision of the President. It will take a majority vote of the Appeal Committee to uphold the decision of the President.

**Section 5** – Authority of President and Appellate Procedure

- The President shall be authorized to interpret the rules of the Association and to impose the proper penalty for their violation. The Executive Director shall, upon the absence or at the direction of the President, have all the powers and responsibilities of the President as provided under the Rules & Regulations of the Association. The President shall make all arrangements for holding and conducting the State Meets and Tournaments.
- All questions pertaining to eligibility or any other matters under the rules of the Association must first be submitted to the President. If the question concerns a violation of any of the rules of the Association, the President shall notify the member schools involved and advise them of the charges and advise them of their right to submit evidence and their right to request a hearing. The President, after hearing or examining the evidence of the party or parties concerned, shall render a decision.
- The President shall have the authority to lengthen or shorten the time for appeals of decisions, if required in his discretion, to accommodate pending schedules, events or other matters.

**Section 6** – Meetings

- Executive Committee Meeting- Members of the Executive Committee
- Athletic Committee Meeting- Members of the Athletic Committee
- Appeal Committee Meetings
- Annual Association Meeting
- Scheduling Meetings (mandatory)
- All-State Selection Meetings (mandatory)
- Absence from mandatory meetings will result in a fine of \$50. Schools are encouraged to send representatives to all meetings.

**Section 7** – Violation of Rules

- Each school is required to abide by all rules of GAPPS as adopted by the Executive Committee and interpreted by the President.
- The President is authorized to make such investigations as may be necessary and to judge whether or not a school has violated a rule. When a school is found guilty, the President is authorized to direct the penalty or penalties.
- A school violating any rule, whether it be due to carelessness, willfulness, ignorance or any other cause, may be subject to a fine of not more than two thousand-five hundred dollars (\$2,500.00) for each offense, and/or probation in the sport(s) in which the violation has been made, and/or suspension from the Association up to a full calendar year, and/or forfeiture of games and/or contests involved.
- **PROBATION:** Placing a school on probation permits a school to compete in regular season games and/or contests, but will place restrictions on post-season participation as deemed appropriate by the President.
- A school which, after investigation, is adjudged guilty of violating the rules of the

Association shall pay the costs incidental to such investigation; such cost to be in addition to fines or penalties assessed. Failure to pay the cost shall result in suspension or in lengthening the period of suspension.

**Section 8** – Code of Ethics

- The Georgia Association of Private and Parochial schools recognizes its responsibility with respect to the promotion of honesty, truthfulness, and accuracy in record-keeping and reporting. All schools are held to a standard reflecting honesty, truthfulness, and accuracy in record-keeping and reporting.

**Article V- VOTE**

Each school shall have one (1) vote in a Region Meeting and each Region Chair shall have one (1) vote at the Athletic Committee Meeting. Each school shall have one (1) vote at the Heads Business Meeting.

**AMENDING RULES AND REGULATIONS**

To amend the GAPPS Constitution, it shall take a majority vote of the Heads of School (or their appointed designee from their school) who are present at a regular or properly called meeting at which a quorum is present. Blank ballots, abstentions and pass votes are not permitted.

To amend the GAPPS By-Laws, it shall require a majority vote by the Executive Committee (or their appointed designee from their school) who are present at the regularly or properly called meeting at which a quorum is present. Blank ballots, abstentions and pass votes are not permitted.

The effective date of any changes in the GAPPS constitution or by-laws will be the next school year (August 1st) unless otherwise provided by the change.

## BY-LAWS

These rules establish the provisions governing student eligibility to participate in interscholastic activities.

- A. The word “student” used in these By-Laws refers either to a boy or girl participating in interscholastic athletics or literary activities. Therefore, according to correct grammatical usage, since the antecedent “student” can involve persons of both sexes, the masculine pronouns he, his, or him used throughout will refer to either male or female participants.
- B. The word “Head of School” used in these By-Laws refers either to a male or female head of a school. Therefore, according to correct grammatical usage, since the antecedent “Head of School” can involve or refer to persons of either or both sexes the masculine pronouns, he, him, or his, will refer to a male or female head of the school.
- C. The abbreviations GAPPS used throughout these By-Laws refers to the Georgia Association of Private and Parochial Schools.

### BY-LAW 1.00 – STUDENT

#### 1.10 - CERTIFICATION OF ELIGIBILITY

**1.11 - Students gain eligibility** to practice or compete for the school in which they are enrolled after they have been certified by the Head of School, after the eligibility forms have been processed by the GAPPS Office, and after the students have met the standards of:

1. academic requirements
2. age
3. semesters in school
4. transfer rules

Note: Students establishing eligibility as entering 8<sup>th</sup> or 9<sup>th</sup> graders are automatically eligible for the first semester unless over age.

**1.12 -** If a student ruled ineligible by GAPPS, competes in interscholastics due to the terms of a **court restraining order or injunction** against his/her school and/or GAPPS, and then has the court order vacated, stayed, reversed, or ruled unjustified; the President shall take one or more of the following actions against the school involved in the interest of restitution and fairness to the competing school(s):

1. Require that individual and/or team records and performances achieved during participation by the ineligible student be vacated or stricken.
2. Require that team victories be forfeited to the opponent(s).
3. Require that team awards earned by the school or individual awards earned by the ineligible student be returned to GAPPS.

## 1.20 - ENROLLMENT AND TEAM MEMBERSHIP

**1.21** - To be eligible to participate and/or try-out

1. We recommend that schools enter every student into the Student Enrollment on the website:
  - a. Varsity list 7th-12th
  - b. Middle School list 6th-8th
  - c. Juniors list 3rd-5th
2. Any student not entered into the Student Enrollment will not be able to be added to the roster.
3. The cutoff dates for newly enrolled students to be eligible for that season's sports are as follows:
  - a. Fall Sports: September 15
  - b. Winter Sports: January 10
  - c. Spring Sports: March 10
4. No new student entering the member school after these cutoff dates will be allowed to participate in that season's sport.

**1.22** - Enrollment is defined as follows:

1. Fall Semester: when the student participates in a practice or contest before classes begin, or the student attends classes.
2. Spring Semester: when the student attends classes.
3. A student may be enrolled in only one (1) member school at a time. And must be under the direction of that school.
4. The student must be in regular attendance.

## 1.30 - AGE LIMITS

**1.31** - To be eligible to participate in high school interscholastic activities, a student must not have reached his 19th birthday prior to May 1st, preceding his year of participation.

**1.32** - To be eligible to participate in middle school interscholastic activities, a student must not have reached his 15th birthday prior to September 1st, in the year of participation.

## 1.40 - LIMITS OF PARTICIPATION

**1.41** - Students must have a certificate of an **annual physical examination on file** at the school prior to participating in any athletic try-outs, practices, voluntary workouts or games that indicate the students are physically approved for participation.

1. Physical examinations will be good for twelve (12) months from the date of the exam. EXCEPTION: Any physical examination taken on or after April 1 in the preceding year will be accepted for the entire next Association school year.
2. The physical exam must be conducted by a licensed medical physician, doctor of



Osteopathic medicine, nurse practitioner or a physician's assistant.

3. The exam must be signed by an M.D., D.O., or by a Physician's Assistant, or an Advance Practice Nurse who has been delegated that task by an M.D., or D.O. d. The Association requires that member schools use the latest edition of the pre-participation physical evaluation form approved by the American Academy of Pediatrics, et. al., found on the Association web site.

**1.42** - A student has **eight (8)** consecutive **semesters** or four (4) consecutive years of eligibility from the date of entry into the ninth grade to be eligible for interscholastic competition. Eligibility in the eighth grade will be for one year only for varsity.

1. A student is not considered to have entered the 9th grade when high school level courses are taken if the student is regularly enrolled in a school in a grade below the ninth grade.
2. Credits earned toward high school graduation which are taken below the ninth grade may be used when considering high school eligibility.
3. The provisions of the eight (8) semester rule can only be waived in the case of an individual student by the Appeal Committee.

**1.43** - Sub-varsity competitors must meet all eligibility requirements.

**1.44** - Students in 8th Grade (9th Grade for Football) and higher may participate on **both the varsity and one (1) sub-varsity team** in the same sport with the following limitations:

1. **Football:** A player may not participate in interscholastic competitions more than six (6) quarters per week, beginning with the varsity game, excluding special teams.
2. **Basketball:** During any one game day, an individual player may not exceed 6 quarters of play (overtime excluded). If a player enters the game for 7th quarter in one day, then the player is considered ineligible and the game he enters will be a forfeit.
3. **Soccer:** A player may not participate in interscholastic competition more than three (3) halves per calendar day. (NOTE: Tournaments are exempt from this restriction.)
4. **All other sports:** The combination of games or play days (varsity and sub-varsity) in which the student participates may not be greater than the limit allotted to the varsity in that sport.

**NOTE:** Violations of these participation rules in ANY sport will result in a mandatory fine and an automatic forfeiture of the game in which the student exceeded the limit. Additional penalties may be imposed by the President in extreme circumstances.

**1.45** - The number of contests, **start and end dates** allowed for each sport or activity can be found listed in the Index. (NOTE: The season ends for a team when that team is eliminated from the post-season competition or wins the State Championship in that sport.)

**1.46** - A student's gender is determined as follows:

1. Girls may participate on boys' teams when there is no girls' team offered in that sport or activity by the association. Boys may not participate on girls' teams even when there is no corresponding boys' sport or activity. Archery, Bass Fishing, Bowling, Cheerleading, Clay Target Sports, and Golf are coed sports.
2. A student's gender is determined by the gender noted on his/her certificate of birth.

**1.47** - Advisory Notice - Pregnant Students: For Pregnant students attending member schools, who continue to participation in Association activities, the following advisory notice is required:

1. During the first 18 weeks of pregnancy, students, with written consent from a physician,

may be allowed to participate in athletic activities except those activities in which a fall or other rapid deceleration is likely to occur.

2. Pregnant students are not allowed to participate in any athletic activities after the 18th week of pregnancy.

**1.48** - Schools having students participate in athletic activities with **artificial limbs** must certify that the artificial limb is no more dangerous to participants than a natural limb.

1. A permission form must be filed with the Association Office.
2. The form may be found in the FORM section on the Association website.

### **1.50 - SCHOLASTIC STANDING / SCHOLARSHIP**

**1.51** - To be eligible to participate, practice, and/or try out in interscholastic activities, a student must be academically eligible. A student is required to pass classes that carry at least 2.5 Units (per semester) counting toward graduation the semester immediately preceding participation.

EXCEPTION: First semester ninth-grade students.

1. Passing in all Association member schools is determined by the school by awarding a credit.
2. Students participating in junior varsity or "B" team competition must meet all scholastic requirements.
3. For schools offering courses with year long grading, eligibility must be computed for each semester.
  - a. At the end of the first semester, the school must determine that the student has a passing grade in classes carrying at least 2.5 Units (per semester).
  - b. The second semester grade will be the grade given for the entire course and shall include the end-of-course test grade.

**1.52** - Students gain or lose eligibility on the first day of the subsequent semester. The first day of the Fall semester shall be interpreted as the first date of practice for the first sport. Exception: Students who successfully complete summer school to maintain eligibility become eligible the last day of summer school.

1. Summer school is an extension of the previous semester and courses may be:
  - a. remedial in nature where a previously-taken course is repeated in its entirety with a new grade being given.
  - b. enrichment in nature where a new course is taken that results in new credit being earned.
2. A maximum of two (2) unit credits earned in summer school may be counted for eligibility purposes. NOTE: Additional credits may be earned in credit recovery programs or make-up programs after the start of the new semester.
3. Summer school credits earned in non-accredited home study programs or non-accredited private schools may not be used to gain eligibility. Accreditation recognized under the rule shall be from the Georgia Accrediting Commission (GAC) or a regional accreditation agency (such as SAIS - SACS).

4. An independent study course taken in summer school must be regionally accredited and accepted by the school for graduation credit.
  - a. Courses completed after the beginning of a new semester may not be used to gain eligibility for that semester. Example: night school classes, correspondence courses, etc.
  - b. Independent study courses taken during the school year must meet the criteria of

**1.53 - Academic Eligibility:**

1. A student who has passed in 5 unit subjects for the first semester (approximately one-half of the academic school year) is eligible for the second semester.
2. A student who passes in 5 unit subjects, or their equivalent, for the second semester or for the year is eligible for the following year.
3. If a school is on the quarter system:
  - a. a student must pass 5 unit subjects, or their equivalent, for the first quarter (approximately one-third of the regular academic year) in order to be eligible for the second quarter.
  - b. A student must pass 5 unit subjects, or their equivalent, for the second quarter to be eligible for the third quarter.
  - c. A student must pass 5 unit subjects, or their equivalent, for the third quarter or for the year in order to be eligible for the first quarter of the following year.
4. Of the 5 unit subjects, 3 units **MUST** be in the following subject areas: English, Foreign Language, Science, Social Science, Mathematics, Religion, and Business Education.
5. Excluded from any credit is teacher's aide, office aide, or their equivalent.
6. Students failing to pass the required 5 unit subjects for the first semester may be allowed to become eligible at the end of the 3<sup>rd</sup> nine weeks grading period if they were passing the required 5 unit subjects at that time. Students must have passed at least three (3) subjects at the semester to be eligible to gain eligibility in this manner.

**1.54 - Students must accumulate units towards graduation according to the following criteria:**

1. First-year students (entering 9th grade) are eligible academically. Second semester first-year students must have passed courses carrying at least 2.5 units the previous semester in order to participate.
2. Second-year students must have accumulated five (5) total units in the first year, **AND** passed courses carrying at least 2.5 units in the previous semester.
3. Third-year students must have accumulated eleven (11) units in the first and second years, **AND** passed courses carrying at least 2.5 units in the previous semester.
4. Fourth-year students must have accumulated seventeen (17) units in the first three years, **AND** passed courses carrying at least 2.5 units in the previous semester.
5. Students may accumulate the required units for participation during the school year and eligibility will be reinstated at the beginning of the next semester.

**1.55 - University Model Schools:**

1. Students must take a minimum of three full-time classes per semester in high school to be considered as a full-time enrolled student.
2. If taking five or fewer classes, he/she must be passing all their classes to be eligible to play.

3. If a student is taking more than five classes, he must pass at least 5 classes in order to remain eligible to participate.
4. Students attending University Model schools must still be following a graduation track listed "above".

**1.56** - A Dual Enrollment Program is defined as a program in which a full-time student at a GAPPS member school takes one or more courses from a state public or private postsecondary institution and receives credit at the high school (toward graduation) and at the postsecondary institution.

1. Dual enrolled students shall take courses that are approved by the Georgia Department of Education.
2. Courses may be taken in a variety of formats (including distance learning and virtual courses) as long as the courses are approved.
3. Postsecondary semester hour credit shall be converted to high school unit credit as follows:
  - a. 1-2 semester hours equates to .5 unit
  - b. 3-5 semester hours equates to 1 unit
4. Postsecondary quarter hour credit shall be converted to high school unit credit as follows:
  - a. 1-3 quarter hours equates to .5 unit
  2. 4-8 quarter hours equates to 1 unit
5. At least 1/2 of the students' schedule or course load must be scheduled and pursued at the GAPPS member school.
6. The school and school head must maintain full and complete discipline and control during the students' day.

**1.57** - Students involved in approved Dual Enrollment Programs shall be eligible to participate in GAPPS activities provided that academic eligibility is maintained.

1. Courses taken each semester at the member school and/or postsecondary institution must total at least 2.5 units.
2. Courses passed the previous semester at the member school and/or postsecondary institution must total at least 2.5 units
3. Students will gain or lose eligibility on the first day of each semester at the member school and a college calendar that differs from the member school calendar may cause problems.
4. Students who withdraw or are dropped from a Dual Enrollment program and are returned to the member school only, may encounter eligibility problems.
5. Students involved in Joint Enrollment programs, Early College programs, or Gateway to College programs may not be eligible at their respective member schools.
6. A student who participates on an intercollegiate athletic team may not participate in any GAPPS activity.

**1.58** - Failure to Meet Academic Standards:

1. When a school administrator believes that the student has failed to meet the academic eligibility requirements due to conditions that were beyond the control of the school, the student, and/or his or her parents, and such that none of them could have been expected reasonably to comply with the rule, s/he may request that the student's case be put on the agenda of the Appeal Committee.
  - a. Ignorance of the rule(s) on the part of any individual is not sufficient cause to set aside the rule(s).

- b. Schools must supply all the materials requested on the Online Appeal Application Form.

**1.59 - Regaining Academic Eligibility:**

1. Make-up programs occur when a course has not been completed and an “Incomplete” grade has been given. The student is given the opportunity to work on areas of deficiency.
2. The student is ineligible until such time as the work is completed and the required passing grade has been recorded.

**1.60 - REGULATION OF AES ATHLETES:**

**1.61 - Required Documentation:**

1. Member schools must submit a birth certificate (not Certificate of Live Birth), the GAPPS AES Form, and the Letter of Intent submitted to the State DOE for each AES athletes to GAPPS no later than AES approval date. All documentation will be submitted via the website.

**1.62 - Eligibility:**

1. AES athletes and other students considered to be AES athletes will play under the authority of the GAPPS and must meet all eligibility requirements as stated in the Certification of Eligibility section.
2. All AES athletes have four years of eligibility beginning in the 9th grade.
3. According to Georgia homeschool regulations, homeschool students must take an appropriate nationally standardized test at the end of their 9th grade year. Once a homeschool student has taken this test in the 9th grade, he/she will have three years left of eligibility in GAPPS.
4. According to Georgia homeschool regulations, homeschool students must take an appropriate nationally standardized test at the end of their 12th grade year. Once a homeschool student has taken this test in the 12th grade to fulfill graduation requirements, he/she is no longer eligible to play sports for a GAPPS member school.
5. Students enrolled in less than three full-time classes at a member school are considered AES athletes. Students enrolled in three or more full-time classes at a member school are considered a full-time student.
6. Public school students are not eligible to participate with a GAPPS member school.
7. AES students will be eligible to participate in GAPPS in the grade that is appropriate for his/her age. However, the eligibility will be limited by the actual current grade level of this student. This would only apply if the student was further along in school than their age indicates. Example: If the student is 14 years old but is technically in 11th grade. The 14 year old will be eligible to play 8th grade sports. But his/her eligibility will end when he/she finishes the 12th grade. This rule is for the safety of the participants.
8. The following chart will determine the maximum age an athlete can be in order to participate in each grade level. This is age is determined as of September 1st of the school year.

<b>Grade 12</b>	18 y.o.	<b>Grade 9</b>	15 y.o.	<b>Grade 6</b>	12 y.o.
<b>Grade</b>	17 y.o.	<b>Grade 8</b>	14 y.o.	<b>Grade 5</b>	11 y.o.

<b>11</b>					
<b>Grade 10</b>	16 y.o.	<b>Grade 7</b>	13 y.o.	<b>Grade 4</b>	10 y.o.

9. Appeals can be made for AES athletes who are 18 (prior to September 1st) or 19 their senior year, provided that they did not turn 19 prior to May 1st of the preceding year, and have eligibility remaining.

**1.63 - “Home Base” School**

1. All Schools and Programs must supply a physical address for their Home Base.
2. An AES athlete will have a “home base” school that he/she will be eligible for the duration of his/her eligibility.
3. AES athletes must live within a 30 mile radius of the GAPPS “home base” school. To determine if the AES athlete lives within a 30 mile radius, use this webpage: <http://www.freemaptools.com/how-far-is-it-between.htm> It is determined by how the crow flies rather than driving distance. You will need to enter the student’s home address and the school address to get the results.
4. The “home base” school of the AES athlete must have the parent and student sign the GAPPS AES Athlete Agreement (refer to forms on GAPPS website). It states that the AES athlete is agreeing to participate in sports and other activities only with that particular school.
5. An AES athlete who transfers from one GAPPS member school to another GAPPS member school are subject to Transfer Rules in Section 1.80. If an AES athlete becomes an enrolled student at another member school, there will be immediately eligible, provided there is no violation of the undue influence rules in section 1.90.
6. An AES athlete must meet the admission qualifications of the “home base” school. An AES athlete is not required to go through the admission process of the “home base” school, but he/she should meet the same requirements to be accepted as a full-time student. In other words, the AES athlete must be a student that the school would accept for admission.
7. Once an AES athlete has established a “Home Base” school, they are required to participate with that “Home Base” school for all sports offered by the school. The student becomes tied to that “Home Base” school (similar to an enrolled student) and will not be eligible to participate with any other GAPPS member school in any sport offered by the school.
8. Appeals may be made to change “Home Base” schools, in cases where a “Home Base” school no longer offer a sport.

**1.64 - Rosters:**

1. The cutoff dates for new AES to be eligible for that season’s sports are as follows, students must be submitted and approved by the GAPPS by this date:
  - a. Fall Sports: September 15
  - b. Winter Sports: January 10
  - c. Spring Sports: March 15

**1.70 - 25% RULE GOVERNING AES ATHLETES (Division 1 Schools Only)**

- 1.71 - Member schools are permitted the use of AES athletes in all sanctioned athletic activities.

1. At no time can an enrolled student ever be cut from a team to add an AES athlete.
2. If it is determined that an enrolled student(s) is cut from a team, the eligible number of AES athletes will be reduced at the same rate.
3. In order to use an AES athlete, a member school must first determine that they do not have enough enrolled students to make a complete roster for a particular sport. When a school does not have enough enrolled students, they may use AES athletes to fill a roster.

**1.72** - The number of AES athletes appearing on a team’s roster shall be restricted to 25% of a reasonable number of athletes necessary to field the team. If the team’s roster includes AES athletes, the roster maximum shall be the same. Unless otherwise noted in the rules section of this manual, schools which do not use AES athletes are not restricted to the number of athletes appearing on a roster.

**1.73** - Alternatively Educated Student Participation Guide by Division (High School)

<b>AES PARTICIPATION GUIDE (Classified as Team Sports)</b>					
<b>DIVISION 1</b>			<b>DIVISION 2</b>		
<b>SPORT</b>	<b>AES</b>	<b>ROSTER LIMIT</b>	<b>SPORT</b>	<b>AES</b>	<b>ROSTER LIMIT</b>
Baseball	4	16	Baseball	No Limit	16
Basketball	3	12	Basketball	No Limit	12
Competition Cheer	4	16	Competition Cheer	No Limit	16
Football 8 Man	4	16	Football 8 Man	No Limit	16
Football 11 Man	6	24	Football 11 Man	No Limit	24
Soccer	5	20	Soccer	No Limit	20
Softball	4	16	Softball	No Limit	16
Volleyball	3	12	Volleyball	No Limit	12

<b>AES PARTICIPATION GUIDE (Classified as Non- Team Sports)</b>			
<b>DIVISION 1</b>		<b>DIVISION 2</b>	
<b>SPORT</b>	<b>AES</b>	<b>SPORT</b>	<b>AES</b>
Archery	Not Permitted	Archery	No Limit
Bowling	Not Permitted	Bowling	No Limit
Cross Country	Not Permitted	Cross Country	No Limit
Golf	Not Permitted	Golf	No Limit
Shotgun Sports	Not Permitted	Shotgun Sports	No Limit
Swimming	Not Permitted	Swimming	No Limit
Tennis	Not Permitted	Tennis	No Limit
Track & Field	Not Permitted	Track & Field	No Limit
Wrestling	Not Permitted	Wrestling	No Limit

*\*Regions established for activities classified as “Non-Team Sports” shall combine Division 1 with Division 2. During post-season play, these activities may participate separated by Division/Classification or combined with awards earned based on Division/Classification.*

**1.74 - Alternatively Educated Student Participation Guide by Division (Middle School)**

*\*It is recognized that significant restrictions to AES enhanced rosters for Middle School sports may have a negative effect on the schools effort to grow High School sports programs. Therefore, roster limits for Middle School sports differ from High School. Like High School, schools not using AES are not restricted to roster limitations.*

<b>AES PARTICIPATION GUIDE (Classified as Team Sports)</b>					
<b>DIVISION 1</b>			<b>DIVISION 2</b>		
<b>SPORT</b>	<b>AES</b>	<b>ROSTER LIMIT</b>	<b>SPORT</b>	<b>AES</b>	<b>ROSTER LIMIT</b>
Baseball	5	20	Baseball	No Limit	20
Basketball	4	16	Basketball	No Limit	16
Competition Cheer	5	20	Competition Cheer	No Limit	20
Football 8 Man	5	20	Football 8 Man	No Limit	20
Football 11 Man	7	28	Football 11 Man	No Limit	28
Soccer	6	24	Soccer	No Limit	24
Softball	5	20	Softball	No Limit	20
Volleyball	4	16	Volleyball	No Limit	16

<b>AES PARTICIPATION GUIDE (Classified as Non- Team Sports)</b>			
<b>DIVISION 1</b>		<b>DIVISION 2</b>	
<b>SPORT</b>	<b>AES</b>	<b>SPORT</b>	<b>AES</b>
Archery	Not Permitted	Archery	No Limit
Bowling	Not Permitted	Bowling	No Limit
Cross Country	Not Permitted	Cross Country	No Limit
Golf	Not Permitted	Golf	No Limit
Shotgun Sports	Not Permitted	Shotgun Sports	No Limit
Swimming	Not Permitted	Swimming	No Limit
Tennis	Not Permitted	Tennis	No Limit
Track & Field	Not Permitted	Track & Field	No Limit
Wrestling	Not Permitted	Wrestling	No Limit

*Regions established for activities classified as “Non-Team Sports” shall combine Division 1 with Division 2. During post-season play, these activities may participate separated by Division/ Classification or combined with awards earned based on Division/Classification.*

**1.74 - AES Grandfather Rule**

*\*Established in order to protect the eligibility of those AES currently approved for participation*

1. Member schools/programs are permitted the continued use of AES who participated in extracurricular activities and whose name appeared on an approved official Georgia Independent Christian Athletic Association (GICAA) roster during the 2018 – 2019 school year.
  - a. The AES must appear at a grade level of 8<sup>th</sup> through 11<sup>th</sup>
  - b. AES appearing on non-sanctioned rosters (JV) must be approved by GAPPS



- c. Team roster limits shall not be violated as a result of this rule.

**1.75 - Other Eligible Students**

1. Students enrolled with other GAPPS member schools may participate on a limited basis in athletics/fine arts with other GAPPS member schools if the following qualifications are met:
  - a. The member school making the request must have a legitimate numbers problem in fielding a team in that sport.
  - b. The student must live within a 30-mile radius of the GAPPS member school.
  - c. Other eligible students must meet all the eligibility requirements.

**1.80 - TRANSFER / MIGRANT STUDENTS / MIGRATORY WAIVER**

**1.81** - A transfer student who has established eligibility at a former GAPPS school in grades 9-12 shall be immediately eligible at the new school if:

1. The student moved simultaneously with the entire parental unit or persons he/she resided with at the former school. This is known as a “bona fide move.”
  - a. It must be apparent that the parent(s) or persons residing with the student and the student have relinquished the residence in the former location and have occupied a residence in the new area.
2. The following factors, although not conclusive, may be evidence of relinquishment of the former residence: Selling the residence and vacating it; OR vacating the residence and listing it for sale at a fair market value; OR vacating the residence and leasing it to another (other than a relative) at fair market value. NOTE: When a family claims multiple residences, the residence for which they apply for a homestead exemption will be declared the primary residence provided the family spends the majority of their time at this residence.
3. The bona fide move is validated when the student’s family maintains the new residence for at least one calendar year. A return to the previous location within that year renders the student to be a migrant student. All hardship appeal processes are available.
4. Family Move: To be eligible, these criteria must be considered. The new family residence must be:
  - a. nearer to the school to which they are transferring than they were to the school previously attended.
  - b. The new residence must be nearer to the school to which they are transferring than the old residence was.
  - c. The new residence must be farther from the old school than the old residence was.
  - d. Any move that is not bona fide and is made for the purpose of creating eligibility shall be considered illegal and the student shall be ineligible in any Association (Interscholastic) school for a period of one calendar year.
5. The student is involved in a foreign exchange program that is approved and published on the “Advisory List of International Educational Travel and Exchange Programs” published by the Council on Standards for International Educational Travel (CSIET). This list is found on the Association web site.
  - a. The student shall not be a graduate of a secondary school in his home country.
  - b. The student must maintain eligibility requirements at the member school.

- c. Foreign students that live with family and arrive in this country legally are eligible.
6. Foreign students that arrive in this country legally and are not living with family and are not under an approved exchange program must appear before the Dispute Committee to be considered eligible. Once approved, as long as they stay at the same high school for consecutive years, they do not go before the Dispute Committee again.
7. Please submit all foreign and exchange students' information in writing to the GAPPS office along with the student's transcript.
8. If your school is not approved by CSIET and you develop your own Foreign Exchange Program or you have used a different program, you must file any and all paperwork with the GAPPS by May 1st of the preceding school year for acceptance or rejection.
9. Foreign exchange students registered with a CSIET approved program are eligible without appearing before the Dispute Committee if they arrive before September 15.
10. Foreign exchange students registered with a CSIET approved program that arrive after September 15 must appear before the Dispute Committee to be considered eligible. Once approved, as long as they stay at the same high school for consecutive years, they do not go before the Dispute Committee again.

**1.82** - If one of his/her parents or the custodial parent is a teacher or administrator teaching at the receiving school. This opportunity is available one time only at any given school. (NOTE: Rules about joint custody transfers overrule the one-time transfer restriction in this section.)

**1.83** - The student has one of the following family related circumstances which shall constitute a waiver of the "bona fide move" rule:

1. There is a Superior Court Final Order changing permanent physical custody of the student from one parent to the other parent and the student moves to the residence of the parent receiving custody and attends the member school.
2. There is a Superior Court Final Order awarding permanent joint physical custody to the parents and the student elects to move from the residence of one parent to the residence of the other parent in a new area and attends the new member school. Provided, however, that such an election can be made only once during a 12-month period beginning the date of the transfer and the Final Order must have specifically awarded the parents "joint physical custody" of the student. An award of "joint legal custody" shall not suffice for purposes of this paragraph.
3. There is a death of the custodial parent with whom the student resided and the student moves to live with the other parent in a new area and attends another member school.
4. There is a military transfer of one or both custodial parents that requires a change of residence of the student to a new area and the student attends another member school.

(NOTE: Eligibility forms for transfer eligibility under paragraphs (1), (2) and (3) above must be accompanied by certified copies of applicable Court Orders. Eligibility forms for transfer eligibility under paragraph (4) above must be accompanied by true and correct copies of verifiable deployment orders.)

**1.84** - Students who are U.S. citizens and who have been enrolled and attended a high school in a foreign country, upon return to the U.S., shall be eligible to participate at an Association member school and is otherwise eligible under Association age, eight-semester, academic and other eligibility rules.

**1.85** - Students entering a school as an “unaccompanied youth” under the conditions of the McKinney-Vento Act must go through the appeal process to become eligible.

**1.86** - A “migrant student” is a student who has held eligibility at a GAPPS member school and transfers into another member school, within 12 months, without a bona fide move or without one of the exceptions listed in Section 1.61. The student may practice or compete at the sub-varsity level, but may not compete at the varsity level for one calendar year from the date of his entry into the new school.

**1.87** - A student who is not eligible because of GAPPS rules at the former school, and then transfers to a new school, cannot regain eligibility by the transfer. Ineligible students cannot gain eligibility by being adjudicated to YDC and subsequently returning to their resident school with earned credit.

**1.88** - Appeal Applications may be filed online by an administrator at a member school when a student does not meet the standards of eligibility outlined in Section 1.53 (academic issues) and 1.80 (transfer issues).

1. GAPPS Rules & Regulations specifies that the hardship issues must be beyond the reasonable control of the persons involved.
2. The process of appealing a decision of the Appeal Committee is outlined in the Association Rules & Regulations.

#### **1.90 – RECRUITING / UNDUE INFLUENCE / FINANCIAL AID / AMATEUR STATUS / AWARDS**

**1.91** - Recruiting and Undue Influence is defined as the use of influence by any person connected directly or indirectly with an Association school to induce a student of any age to transfer from one school to another, or to enter the ninth grade at a member school for athletic or literary competition purposes.

1. The use of undue influence to secure OR retain a student for competitive purposes is prohibited, and shall lead to penalties being assessed against either school. NOTE: This violation may cause the student to forfeit eligibility for one year from the date of enrollment.
2. Evidence of undue influence includes, but is not limited to:
  - a. personal contact initiated by coaches, boosters, or other school personnel in an attempt to persuade transfer
  - b. gifts of money, jobs, supplies, clothing, or housing incentives
  - c. free transportation
  - d. free admission to contests
  - e. an invitation to attend practices and/or games
  - f. a social event (other than an official school wide Open House program) specifically geared for prospective athletes
  - g. free tuition beyond the allowable standards found in Section 1.94.
  - h. a coach asking a prospective student for contact information
3. Complaints or reports of violations of this rule will be investigated and handled on a case-by-case basis.
4. A school will be afforded an opportunity to demonstrate it could not reasonably be

expected to be responsible for the actions of a booster who is found to have violated the recruiting/undue influence rules.

**1.92** - A student athlete transferring from one school to another shall be ruled ineligible for one year because of “undue influence” if it is proven that:

1. The coach of the receiving school coached an out-of-school team or all-star team on which the athlete played prior to the transfer; OR
2. The coach at the receiving school acted as a private athletic instructor for the transferring athlete, regardless of whether the coach was paid for his services and/or expertise; OR
3. The student participated in a sports camp or clinic run by a member school and/or its coach(es).
4. The player who played for a coach at one school (Association member or non-member) and subsequently followed that coach when he/she moved to an Association school or changed schools within the Association membership. (This is not applicable to dependent children of the coach.)
5. The situations cited in this section are considered to be violations even if a bona fide move has occurred, and the hardship appeal procedures are available for the demonstration that undue influence has not occurred.

**1.93** - A booster shall be considered to be an extension of the school and must abide by all rules applied to coaches and other school personnel.

1. The following persons or groups may be considered boosters
  - a. members of the school’s Booster Club
  - b. students
  - c. alumni
  - d. parents or guardians
  - e. relatives of a student or former student
  - f. financial donors
  - g. donors of time and effort
  - h. personal trainers or coaches renting facilities.

**1.94** - FINANCIAL AID

1. Any student who receives financial aid or non-Association approved gifts from any source and in any form (scholarships, tuition remission, cash, gifts, etc.) arising out of or received in connection with their participation in any sport or literary event shall be ruled ineligible. The duration of the ineligibility will last as long as the illegal benefits are being received. This prohibition shall not apply to awards under Section 1.95 or to other items approved by the Association.
  - a. If tuition is charged, it must be paid by a parent, legal guardian, or other family member with the exception of payments coming from need-based financial aid.
  - b. It is not legal for donated funds to be designated for a specific student that are given by non-family members, businesses, churches or other organizations, except for programs specified by state law.
  - c. Schools may not employ students to work off their tuition costs.
  - d. The Association President will determine whether the financial aid or gift arose

- out of or in connection with participation in any sport or literary event.
- e. If a school allows a student who has received such financial aid or gifts to participate in competition, the President shall assess an appropriate penalty.
2. Financial aid in the form of free or reduced tuition or other aid must be need-based aid as determined by a national student aid service or financial aid based on institutional policies for academic performance (classroom record and/or test scores) that is administered by persons not in the athletic department.
  3. Member schools who award financial aid shall issue a statement to the President signed by the Head of School giving the following information:
    - a. Number of students enrolled in the school
    - b. Number of students receiving financial aid
    - c. Names of students (or a listing of student identification numbers) receiving financial aid who are involved in GAPPS activities
    - d. Certification that the percentage of students who participate in activities and who receive financial aid is the same percentage as the number of students receiving financial aid who do not participate in activities (plus or minus 5%)

#### **1.95 - AMATEUR STATUS / AWARDS**

1. A student who represents a school in interscholastic athletic competition shall be an amateur in that activity.
  - a. An amateur athlete is one who engages in athletic competition solely for the physical, mental, social, and pleasure benefits derived there from.
  - b. Accepting nominal, standard fees or salary for instructing, supervising, or officiating in an organized youth sports program or recreation, playground or camp activity, shall not jeopardize an athlete's amateur status.
  - c. Reasonable compensation derived from private lessons in a sport is permissible.
2. An athlete forfeits amateur status in a sport by:
  - a. Competing for money or other monetary compensations except for reasonable allowances for travel, meals, and lodging. NOTE: Accepting expense allowances authorized by the United States Olympic Committee for Olympic Development Programs is acceptable for GAPPS students.
  - b. Receiving any award or prize of monetary value which has not been approved by GAPPS.
  - c. Capitalizing on athletic fame by receiving money or gifts with monetary value except college scholarships.
  - d. Signing a professional playing contract in any sport, or hiring an agent to manage his/her athletic career.
3. Only awards approved by GAPPS may be accepted by a high school student-athlete as a result of participation in school or non-school competition in a sport recognized by GAPPS.
4. Symbolic awards (i.e. non-cash) presented for winning or placing in GAPPS competitions are limited to \$400 per year, per student in the aggregate, paid by the local school. These are the only GAPPS approved awards for interscholastic competition. Beyond this, a student may receive one (1) school sweater or jacket presented by the school during his high school career.
5. Athletes competing in golf or tennis events are limited to awards as specified in the *United States Golf Association Rules of Golf*, and the *United States Tennis Association Handbook of*

*Tennis Rules and Regulations*, which includes (but not limited to) the following:

- a. No cash awards may be accepted.
  - b. Merchandise awards in tennis may be accepted up to a retail value of \$250.00.
  - c. Merchandise awards in golf may be accepted up to a retail value of \$750.00.
6. Players attending national camps or all-star events may keep reasonable benefits for housing, meals and transportation. Players may keep only equipment that is commemorative in nature and/or used in the process of the event's workouts.

## **BY-LAW 2.00 - SCHOOL**

### **2.10 - SCHOOL MEMBERSHIP TO GEORGIA ASSOCIATION OF PRIVATE AND PAROCHIAL SCHOOLS**

**2.11** - GAPPS is a voluntary association available to any independent school in the state.

1. Member schools agree to conform to the Constitution and By-Laws of GAPPS.

**2.12** - Membership Requirements:

1. The school will apply to GAPPS by submitting an application form found on the GAPPS website.
2. Once the application is received, a GAPPS representative will contact the school and initiate the approval process.

**2.13** - Dues:

1. Region dues and Coaches' Association dues will be set annually by the league office.
2. In addition, member schools are required to obtain Catastrophic Insurance through GAPPS.
3. Dues & Catastrophic Insurance must be paid by the fall, winter and spring due date of each sports season.
4. Schools failing to meet the payment deadline are not eligible to participate in any contest until membership dues and catastrophic insurance are paid.

**2.14** - If a school initiates litigation against the association and the court rules in favor of the association, the school shall be responsible for paying all court costs and attorneys' fees.

**2.15** - If the association conducts an investigation of a member school in reference to a possible violation of association rules and the member school is found to be in violation, the school shall be assessed the cost of the investigation in addition to any fines.

**2.16** - Playing a Non-Region Schedule: A school may choose to play a non-region schedule in football, basketball, baseball, and/or soccer and this choice is in effect for the scheduling period.

1. A school playing a non-region schedule may participate in Division II postseason competition, provided that the reason for playing non-region is not related to meeting eligibility standards.
2. Results of games with a school playing a non-region schedule may not be used in region standings.

### **2.20 - ADMINISTRATIVE RESPONSIBILITIES**

**2.21** - The administrative head of each school shall have on file in the school office:

1. A certificate of an **annual physical examination** given by a licensed medical physician, a doctor of Osteopathic medicine, nurse practitioner or a physician's assistant indicating the

student is approved for participation in athletic activities before that student may try-out, participate in practice, conditioning drills or summer activities, or participate in interscholastic contests (see By-Law 1.41).

2. A written **Emergency Action Plan** for athletic practices and games. This plan must include responses to natural disasters, serious illnesses/injuries, and terroristic events, and must have the involvement of local law enforcement agencies, rescue agencies, medical doctors and hospital personnel.

**2.22** - The administrative head of each school shall operate all interscholastic contests and activities under direct and complete control of the school administration or designated school personnel.

**2.23** - The administrative head of each school is expected to be a person who believes in fairness and honesty as evidenced by the strict adherence to all rules and regulations in regards to eligibility of contestants representing his/her school.

**2.24** - The administrative head of each school is expected to employ those persons who exemplify fairness and honesty. Any school personnel who knowingly violates rules in regard to student eligibility, or illegal practices, or knowingly misleads a member school and/or GAPPS will be reported to the President of GAPPS for a violation of ethics.

**2.25** - The administrative head of each school may submit to the GAPPS Office such recommendations for the improvement of GAPPS as he/she may deem necessary. These recommendations must be submitted to the GAPPS Office at least thirty (30) calendar days prior to the meeting of the Executive Committee.

**2.26** - The member institution has a responsibility to educate student-athletes, coaches, and other appropriate persons on GAPPS rules and procedures that could affect them. Further, the member school should monitor its compliance with the GAPPS guidelines.

**2.27** - Member schools that fail to follow stated procedures and deadlines may be assessed a fine for each violation. (See Fines & Penalties in the Appendix)

**2.28** - Schools that need to cancel appointments scheduled with the Appeals Committee must do so at least 24 hours before the appointment. Failure to cancel properly will result in a fine.

**2.29** - Member schools are expected to fulfill their responsibilities for a sports season once they have committed to play that sport.

1. If a school drops a sport beyond the permitted Drop date (on the calendar), they will be invoiced for the sport.
2. If a school enters the competitive structure that qualifies it to advance in postseason competition, that school is expected to advance if it qualifies. Schools that drop out of competition after qualifying may be penalized with fines or probation.
3. Appeals for emergency circumstances may be filed with the Executive Director.

## **2.30 - ELIGIBILITY REPORTS FILED BY THE SCHOOL**

**2.31** - Eligibility reports are required for all contestants prior to the calendar date set by GAPPS.

1. Students are not allowed to participate in academic, athletic or literary competitions until their eligibility reports have been received and processed by the GAPPS Office.
2. Failure to meet the eligibility deadline may lead the GAPPS Executive Director to:
  - a. Assess a fine to the school that is delinquent.
  - b. Suspend the membership of a school that does not file eligibility reports
  - c. Reports not filed properly will be returned to the school for resubmission.

**2.32** - Schools playing interscholastic contests before filing an eligibility report on one or more participating students may be subject to one or more of the following penalties imposed by GAPPS Executive Director:

1. A fine per game or contest in which one or more participants had no eligibility report filed;
2. forfeiture of any game in which one or more participants did not have eligibility report filed;
3. restriction from competition in any sport if the fines assessed are not paid within fourteen (14) calendar days of notification.

**2.33** - Supplementary eligibility reports may be submitted at any time on transfer students, students coming out for the team after the initial report, and/or those students who gain eligibility at the beginning of a semester.

**2.34** - Once a student has been certified eligible by the school and has been processed by GAPPS, **eligibility is assumed to be continuing**, and no further eligibility report is necessary for that student during the school year unless situations occur that render the student ineligible.

**2.35** - If a student **loses eligibility and regains** it during the school year, a new eligibility report should be filed for that student.

**2.36 - Changes of Eligibility Records:** When a school discovers that incorrect information has been given on an eligibility report, the school *should contact the GAPPS office for procedural instructions.*

**2.37** - Requests to investigate a student's eligibility in regard to the transfer rule must be filed with the GAPPS office at least twenty (20) calendar days before the end of the regular season in order for any penalties to be applied before the end of the playoffs.

## **2.50 - QUALIFICATIONS TO COACH**

**2.51** - Member schools may employ persons who are not teachers as coaches in their athletic programs. These individuals are referred to as "community coaches."

1. All Community Coaches should be signed to a written "agreement to coach."
2. They may coach for only one-member school annually, regardless of whether or not they are paid for their services.
3. Community coaches may not coach the same sport at more than one school. b. All community coaches must complete the Association Rules Testing requirements of the Association.
4. Prospective coaches must be subject to a criminal background check as required by each member school.
5. No Community Coach may coach a regular season sport until he/she has successfully passed an Association Rules Test.

**2.52** - Association member schools must register all coaches in all Association governed activities according to the following:

1. An initial directory listing of administrators and coaches must be completed and filed with the Association Office by August 1 of each year.
2. After August 1, schools will have occasion to add members to their coaching staff. It is the responsibility of the member school to register these additions in a timely manner, using the "Account" tab on the GAPPS web site.
3. Failure to comply with these procedures could result in punitive actions including, but not



limited to, fines, forfeitures and other penalties assessed to the member school.

**2.53** - CLINIC ATTENDANCE and/or RULES TESTS administered by the Association are required of all head coaches at a GAPPS member school. NOTE: Fees for each coach who does not complete rules compliance before coaching their first regular season game will be assessed to the school.

**2.54** - A coach on the payroll of one school, but under contract to another school for the following year, may help with spring practice at the new school if arrangements are satisfactory with both schools.

**2.55** - A coach who is an active official or an assignor of officials level may not officiate a GAPPS member school's game in the same sport.

## **2.60 - INTERSCHOLASTIC CONTESTS AND PRACTICES**

**2.61** - GAPPS shall provide rules and regulations for competition among member schools for those competitive activities listed in the GAPPS Constitution and By-Laws.

1. Member schools may be allowed to schedule and play GHSA/GISA or non- member schools provided the principal or athletic director of each agrees in writing, utilizing the standard "GHSA Cross-Play Contract," available on the GAPPS web site.
  - a. GAPPS schools competing with GHSA schools must comply with all GHSA safety rules and requirements, and must be in compliance with Official Code of Georgia Sections 20-2-319.2 relating to pre-participation physical exams and 20-2-324.1 relating to concussion management protocols.
  - b. Participants must be in compliance with all eligibility rules of their respective associations with the exception that only those participants in grades 9-12 shall be allowed to participate.
  - c. Such competition shall not be counted nor the results considered toward GAPPS post-season competition.
2. A member school shall have no more than one varsity team per sport.
3. In situations not covered by section (2.61-1), member schools shall compete, practice or scrimmage only against other member schools or against schools who are full members of GAPPS in their respective states.
4. When competing internationally, member schools may compete only against school teams in that nation that are composed of students of similar ages. International exhibition competitions or scrimmages are not allowed.

**NOTE:** When member schools compete out of state, the host state's adaptations of NFHS playing rules will be enforced, and all GAPPS Rules & Regulations regarding sportsmanship, eligibility and game times will be enforced.

**2.62** - One interscholastic scrimmage (two teams meeting head-to-head) is allowed in the sport of Baseball, Basketball, Football, Soccer, Softball and Volleyball.

1. This scrimmage may be scheduled anytime between the beginning of practice as set by GAPPS and the first regular season game for each team.
2. This scrimmage is for varsity teams only and shall be played with normal timing and/or scoring rule except as noted in individual sports sections.
3. Officials registered with GAPPS must be assigned.

4. A school may not scrimmage another school that is counting the scrimmage as a regular-season contest.

**NOTE:** NO CONTACT will be allowed the day the day following a Scrimmage.

**2.63** - Schools are required to maintain a Written contract for all football contests, and it is strongly recommended for baseball, basketball, soccer, softball, and volleyball contests.

1. Contract forms can be found on the GAPPS web site.
2. GAPPS-member schools are expected to fulfill the conditions of any game contract that has been properly executed.
  - a. Exceptions to the contract may be made with the agreement and consent of both schools.
  - b. Member schools that fail to fulfill the requirements of a scheduled event may be required to make restitution to the competing school if that school is unable to secure an opponent (This includes multi-school events). The offended school shall petition the Executive Director for the desired restitution.
  - c. Schools failing to fulfill a game contract may be suspended in that sport for one (1) full calendar year or the corresponding date of the next calendar year, whichever is greater.
  - d. EXCEPTION: The GAPPS Executive Director may excuse the failure to fulfill a game contract if, in his opinion, the circumstances causing the failure were outside the control of the school officials.
3. All athletic events hosted by GAPPS-member schools (except Archery, Bowling, Cross Country, Golf, Clay Target Sports, Tennis and Track) shall be officiated at all levels of competition by officials who are members of associations that are approved by GAPPS. (Exception: situation noted in By-Law 2.95).
  - a. Officials' associations and their assigned schools shall include the method of payment in their contract.
  - b. It is recommended that the same number of officials be used in regular-season competitions as the number used in playoff competition in that sport. Minimum number of officials required can be found in the Appendix.

**2.64** - Forfeiture and Restitution Policy

1. The minimum penalty for allowing an ineligible athlete to participate in an interscholastic contest is forfeiture of the game(s). Fines or other penalties may also be imposed. NOTE: If it is determined by the Executive Director that the school has exercised every reasonable precaution and has been deceived regarding the student's data, any or all penalties may be set aside.
2. A team shall forfeit any team standing or points toward team honors when an ineligible student participates in a contest. In sports where individual titles may be won (Archery, Cross Country, Literary, Clay Target Sports, Swimming, Golf, Bowling and Track), eligible individuals will keep their placements and opportunities to advance toward individual honors even if a teammate participated while ineligible.

**2.65** - Available Seating: Member schools shall provide a seat for each ticket sold to any contest regulated by GAPPS.

1. An available seat is defined as twenty-four (24) inches in width.
2. Each school is required to make a determination of the available seats prior to the beginning of the contest.

3. At outdoor events, “standing room” tickets may be sold as long as they are identified as such at the time of the purchase, and as long as there are no problems with safety and security with such an arrangement

**2.67 - Practice Policy for Heat and Humidity:**

1. Schools must follow the statewide policy for conducting practices and voluntary conditioning workouts (this policy is year-round, including during the summer) in all sports during times of extremely high heat and/or humidity that will be signed by each head coach at the beginning of each season and distributed to all players and their parents or guardians. The policy shall follow modified guidelines of the American College of Sports Medicine in regard to:
  - a. The scheduling of practices at various heat/humidity levels.
  - b. The ratio of workout time to time allotted for rest and hydration at various heat/humidity levels.
  - c. The heat / humidity levels that will result in practice being terminated.
2. All member schools shall utilize and be responsible for managing a scientifically approved instrument that measures WBGT at each practice. WBGT readings should be taken every hour beginning 30 minutes before the beginning of practice. The following WBGT readings determine the corresponding activity, hydration and rest break guidelines apply:
  - a. Under 82.0 - Normal activities. Provide at least three separate breaks each hour of a minimum duration of three minutes each during practice.
  - b. 82.0-86.9 - Used discretion for intense or prolonged exercise. Watch at-risk students carefully. provide at least three separate rest breaks each hour for a minimum of four minutes duration each during practice.
  - c. 87.0-89.9 - Maximum outdoor Practice time is two hours. For football, students are restricted to helmet, shoulder pads, and shorts during Practice. All protective equipment must be removed for conditioning activities. For all sports, provide at least four separate rest breaks each hour of a minimum of four minutes each during Practice.
  - d. 90.0 - 92.0 - Maximum outdoor Practice time is one hour. No protective equipment may be worn during outdoor Practice and there may be no outdoor conditioning activities. There must be twenty minutes of rest breaks provided during the hour of outdoor practice.
  - e. Over 92.0 - No outdoor activities or exercise. Delay outdoor Practice until a lower WBGT reading occurs.
3. Practices are defined as: the period of time that a participant engages in a coach-supervised, school- approved sport or conditioning-related activity. Practices are timed from the time the players report to the practice or workout area until players leave that area. If a practice is interrupted for a weather-related reason, the “clock” on that practice will stop and will begin again when the practice resumes.
4. Conditioning activities include such things as weight training, wind-sprints, timed runs for distance, etc., and may be a part of the practice time or included in “voluntary workouts.”
5. A walk-through is not a part of the practice time regulation, and may last no longer than one hour. This activity may not include conditioning activities or contact drills. No protective equipment may be worn during a walk-through, and no full-speed drills may be held.

6. Rest breaks may not be combined with any other type of activity and players must be given unlimited access to hydration. These breaks must be held in a “cool zone” where players are out of direct sunlight. When the WBGT reading is over 86, ice towels and spray bottles filled with ice water should be available at the "cool zone" to aid the cooling process AND cold immersion tubs must be available for the benefit of any player showing early signs of heat illness.

**2.68 - GAPPS Concussion Policy and SB 60, Sudden Cardiac Arrest Prevention Act**

1. GAPPS Concussion Policy: In accordance with Georgia law and national playing rules published by the NFHS, any athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be immediately removed from the practice or contest and shall not return to play until an appropriate health care professional has determined that no concussion has occurred. (NOTE: An appropriate health care professional may include: licensed physician (MD/DO) or another licensed individual under the supervision of a licensed physician, such as a nurse practitioner, physician’s assistant, or certified athletic trainer who has received training in concussion evaluation and management).
  - a. No athlete is allowed to return to a game or practice on the same day that a concussion (1) has been diagnosed OR (2) cannot be ruled out.
  - b. Any athlete diagnosed with a concussion shall be cleared medically by an appropriate health care professional prior to resuming participation in any future practice or contest. The formulation of a gradual return to play protocol shall be a part of the medical clearance.
  - c. It is mandatory that every coach in each GAPPS sport (including Community Coaches, Student Teachers, and Interns) participate in a free, online course on concussion management prepared by the NFHS and available at [www.nfhslearn.com](http://www.nfhslearn.com) at least every two years.
  - d. Each school will be responsible for monitoring the participation of its coaches in the concussion management course, and shall keep a record of those who participate.
  - e. Each school must distribute to every athlete and his/her parent/guardian an information sheet that includes: the dangers of concussion injuries, the signs/symptoms of concussion, and the concussion management protocol outlined in this by-law. This sheet must be signed by the parent/guardian of each athlete and a copy kept on file at the school.
2. SB 60, Jeremy Nelson and Nick Blakely Sudden Cardiac Arrest Prevention Act: In accordance with Georgia law:
  - a. Each school must distribute to every athlete and his/her parent/guardian an information sheet that includes: the Early Warning Signs, How to Recognize Sudden Cardiac Arrest, and Learn HandsOnly CPR outlined in this by-law. This sheet must be signed by the parent/guardian of each athlete, each athlete and a copy kept on file at the school.
  - b. Each school must hold an informational meeting twice per year regarding the symptoms and warning signs of sudden cardiac arrest. At such informational meeting, an information sheet on sudden cardiac arrest symptoms and warning signs shall be provided to each student’s parent or guardian. In addition to students,

parents or guardians, coaches, and other school officials, such informational meetings may include physicians, pediatric cardiologists, and athletic trainers.

**2.69 - Severe Weather Policy:**

1. Schools are encouraged to develop their own Severe Weather Policy. In the event of the threat of severe weather (observed lightning or thunder in the area, or weather bureau-announced tornado warnings or watch) during the course of an outdoor sporting event, the game administrator, official and/or coaches of the competing teams, by agreement, have the authority to suspend the event until non-threatening conditions return.
2. Schools are required to have weather detection devices that give warning if severe weather is in the area.
3. Each host school must have a plan for weather if you play off-campus and/or have no dressing facilities or shelter, for players and fans to get out of the weather. Also, you should make visiting team aware of dressing facilities plan the week before the game, so team can make arrangements. If your school is close to the off-campus facility, please help accommodate opposing team by letting them use your campus.
4. **Lightning Policy**
  - a. Lightning detectors required for all outdoor GAPPS events.
  - b. When lightning is detected within a 10-mile range:
    - i. Game Manager notifies game officials
    - ii. Game is suspended
    - iii. Players, coaches and officials moved indoors
    - iv. Spectators given instructions to move indoors
  - c. Game will be restarted if no lightning has been detected for 30 minutes within the 10-mile range.
  - d. Game must restart within 2 hours of first lightning strike.

**2.69 - Legal practice dates are established for each activity (see the calendar at the beginning of this publication), and schools shall not conduct or allow an illegal practice.**

1. Illegal practices are defined as practices involving five or more students participating in any extracurricular activity in the presence of, or under the direct or indirect supervision of any coach of the school (including a community coach). At any given point in time, only one (1) coach in a sport may work with up to four (4) athletes in skill-building drills.
  - a. Any practice occurring after the beginning of the school year and before the opening of the designated season is an illegal practice.
  - b. Any practice occurring after the end of the season for that team and the end of the school year for students in that school is an illegal practice.
  - c. During the summer (i.e., between the ending of one school year and the beginning of the next) the only restrictions on practices and competition are that all activities must be strictly voluntary, and the "Dead Week" must be observed, as follows: Schools are prohibited from participating in voluntary workouts, camps and/or clinics, weight training or competitions during the week (Sunday through Saturday) in which the Fourth of July falls each year. GISA doesn't address Dead Week.?
  - d. It is illegal for a team to go to a competitive or instructional camp or clinic during the school year other than in-season events designed for that team alone.
    - i. If the event is held out of season, it would constitute an illegal practice.

- ii. If the event is held in-season, it would involve illegal coaching.
    - iii. Boys and girls teams in the same sport are considered the same activity.
    - iv. This prohibition does not apply to the summer months.
  - e. Neither coaches, former coaches (including community coaches), nor any other school personnel shall suggest, require, or otherwise attempt to influence students to participate in or practice for a sport outside the GAPPS-designated season. NOTE: This would prohibit requiring any student to participate in one sport in order to be allowed to try-out and/or play another sport at his school.
  - f. Coaches are allowed to be spectators (in the stands) or “fellow competitors” at non-school events out of season as long as no coaching occurs.
  - g. Schools found guilty of having illegal practices will be subject to penalties that may include a fine, warning, probation, and/or suspension by the GAPPS Executive Director.
2. **Non-GAPPS Team:**
  - a. If a GAPPS coach coaches a non-GAPPS team in a competitive setting during the school year, then the non-GAPPS team cannot consist of more than 50% of what makes up a starting line-up of the coach’s GAPPS school team (rounds up). For example- if a basketball coach also coaches a travel ball team during the school year, he may only have 3 players from his school team on his travel ball roster since a starting line-up in basketball consists of 5 players.

## 2.70 - SPORTSMANSHIP

**2.71** - GAPPS-member schools are required to conduct all relationships with other schools in a spirit of good sportsmanship.

1. It shall be the responsibility of a member school to use every means at its disposal to impress upon faculty, students, team members, coaches, and spectators the values of sportsmanship in preparation for the management of interscholastic contests. Contest officials have the authority to have any and all individuals removed from the confines of the contest whose behavior has become a distraction and/or hindrance to the administration of the event. This may include, but is not limited to, verbal and visual gestures.
2. The Executive Director shall have the authority to assess penalties against schools and/or coaches for conduct unbecoming a professional educator or coach committed by coaches or other school personnel at GAPPS events. Penalties against schools may include fines, probation or suspensions; and penalties against coaches and other school personnel may include suspension from GAPPS events.
3. It shall be the responsibility of the home or host school to take the following precautions at all interscholastic athletic events:
  - a. Take proper steps and precautions to insure crowd and spectator control, including having an administrator (or designee) from the host school to function as “Game Manager” at all GAPPS sanctioned events. EXCEPTIONS: Golf and Tennis.
  - b. Read GAPPS “Good Sportsmanship Statement” before every competition. Found in Appendix D.
  - c. Take steps to insure the comfort and security of all players, coaches, and officials.

- d. Have in place sufficient security personnel to handle any crowd-control problems that might reasonably be expected.
  - e. Security escorts must be provided to game officials by the host school at all GAPPS sanctioned contests, before, during and following the contest - including to their vehicles.
  - f. Provide a safe and secure changing area for contest officials, free from traffic by school staff, students and spectators.
4. Each school must develop a plan to handle fight situations that may occur during an athletic contest.
    - a. Attention must be given to keeping substitutes on the bench areas throughout the fight, and to keep spectators away from the competitive area.
    - b. Schools whose substitutes leave the bench area to go to the area of a fight will be fined by the GAPPS Executive Director.
    - c. All players who are involved in a fight and any substitutes who leave the bench area during a fight or potential fight and are ejected from the current contest, will be subject to the sit-out rule.
    - d. The GAPPS office may review film to determine participants in a fight situation, or to determine athletes leaving their bench to go to a fight, or to verify the correct number worn by a player in either of these situations. Note: penalties may then be levied, modified or changed based on this film review.
  5. Players and coaches are expected to exhibit good sportsmanship before, during and after the contest, even if the game officials do not have jurisdiction. Behaviors such as taunting, fighting, etc. are forbidden.
  6. No coach may remove his/her team from competition before the end of the contest unless it is done in accordance with the playing rules of that sport.
  7. Each school's student section is expected to treat both teams and the officials/referees with respect while cheering enthusiastically for their team. Taunting or any other act of intimidation towards the opposing team, individual players or officials is strictly prohibited. Singling out an opposing player or official by name, number or physical characteristics is strictly prohibited.

**2.72** - Any player, coach, or team attendant who is ejected from a GAPPS contest shall be suspended from all levels of competition (i.e., varsity or sub-varsity) in that sport or activity (regular season or playoffs) until the period of suspension has expired. NOTE: Ejection penalties must be served at the next contest regardless of whether or not the school has received notice from the GAPPS office by that time.

1. Ejections are based on judgment calls by an official and are not reviewable or reversible.
2. A coach shall have no role nor be in attendance at pre-contest warm-ups or activities, and shall not be *in uniform* in attendance at contests until the period of suspension has expired.
3. A player or team attendant may not be on the competitive area nor in the team bench area during any contest until the period of suspension has expired, *but is allowed to participate (not in uniform) in Senior Night recognition*.
4. The period of suspension resulting from an ejection will expire as follows:
  - a. Football: after the individual has been withheld from the next-scheduled game at the level at which the ejection occurred (and all contests at any other level).
  - b. Soccer:

- i. One-Game Sit-out:
      1. Two yellow cards in the same game
      2. Deliberate handball to prevent a goal
      3. Red card for a foul on a player moving toward his goal in a scoring situation
    - ii. Two-Game Sit-out with Red Card for any of the following: taunting, violent conduct, serious foul play, spitting on another person, foul or abusive language, leaving the bench area for a fight situation.
  - c. Track and Field: after the individual has been withheld from the next scheduled contest. NOTE: All allegations of unsporting behavior must be referred to the "Jury of Appeals" for a final resolution on disqualification. A report must be submitted to the GAPPS office in the event of a disqualification.
  - d. All Other Activities: after the individual has been withheld from the next scheduled contests at the level at which the ejection occurred.
  - e. To satisfy the penalty of the sit-out game(s), those games must have been scheduled at the time of the ejection, and must be played to completion.
5. Penalties for ejections of a coach or player for unsporting acts shall be:
  - a. First Ejection:
    - i. Coach - \$50.00 fine plus penalties as per each sport's by-laws.
    - ii. Player: Completion of the "NFHS Sportsmanship Course" online plus penalties as per each sport's by-laws.
  - b. Second Ejection:
    - i. Coach - \$150.00 fine plus penalties as per each sport's by-laws; and suspension until completion of the "NFHS Sportsmanship Course" online.
    - ii. Player: \$50.00 fine plus penalties as per each sport's by-laws. NOTE: When a player, coach or team attendant has a second ejection in the same activity during a school year, that individual shall be withheld from competition for twice the time period of a normal suspension.
  - c. Third Ejection:
    - i. Coach - \$200.00 fine, a season suspension, plus penalties as per each sport's by-laws; can not coach in any activity at any GAPPS member school without clearance from the GAPPS Office.
    - ii. Player: Season suspension plus penalties as per each sport's by-laws.
  - d. The President shall have the authority to levy additional penalties for repeat offenders.
6. If the ejection occurs in the last game of the season, the penalty carries over to the first regular season game in the next sport in which the student participates.
7. When a player or coach is ejected from a pre-season scrimmage (i.e., a practice game) in any sport, the school shall be fined a minimum of \$150.00 and there will be no sit-out penalties imposed.
8. Game Incident Reports are due within 24 hours of the contest, and are to be submitted via the GAPPS electronic reporting program.

**2.73** - Any student who intentionally injures or intentionally attempts to injure another student, coach, official, spectator, or other person immediately before, during, or immediately after any GAPPS-sponsored activity, may be declared ineligible to participate in future GAPPS activities by the



GAPPS Executive Director. NOTE: The notice, hearing, and appellate procedures set forth in the GAPPS Constitution shall be applicable to such ruling.

**2.74** - Coaches, administrators, contest officials or players are not to make comments in the media that are critical of officials and/or their calls in a game. Penalties that could be imposed by the GAPPS Executive Director include fines and/or suspensions.

**2.75** - The use of fireworks at any GAPPS-approved event shall be in strict compliance with the licensing and application procedures of Georgia law and under permit of the probate court in which the event is held.

**2.76** - Artificial noisemakers are allowed at outdoor events with the exception of air horns, whistles, or other similar devices that simulate the sounds of clock horns or officials' whistles. At any time that a national playing rule prohibits artificial noisemakers in a sport, that rule will supercede this by-law. The use of artificial noisemakers are prohibited at all indoor competitions.

**2.77** - The officials' dressing area is "off limits" to school staff, students and spectators one hour prior to game time, during the duration of the contest, and until the contest officials depart the facility.

**2.78** - Unsporting acts committed by players or coaches will be handled as follows:

1. If the inappropriate behavior occurs after the expiration of a contest, but while the officials still have jurisdiction as referenced in the NFHS rule book, the official may eject the player or coach and published penalties for ejections will apply.
2. If the inappropriate behavior occurs after the officials' jurisdiction has ended, but the official(s) witness the behavior, a Game Report shall be filed with the GAPPS office and administrative penalties will be assessed against the school of the guilty parties by the Executive Director.

**2.79 - Public Protesting**

1. Any school or member of a school that uses a GAPPS event for their own purpose of staging a public protest is out of compliance with the Sportsmanship Section of this manual and subject to league discipline which could include immediate ejection from the league.
2. In the case of repeat offenders of unsporting acts, the Executive Director will be authorized to levy penalties against the school of the guilty parties regardless of whether or not an ejection has occurred.

**2.80 - MEDIA AND FILMING REGULATIONS**

**2.81** - The host or home school has the right to determine whether or not its regular-season activities may be broadcast, televised, webcast, taped, filmed or photographed for any "commercial" or scouting purposes.

1. Either school involved in the event shall have the right to videotape the event and to copy said tape, but no third party shall have that right, not even the videographer.
2. A visiting school desiring to bring broadcasting personnel must obtain permission to do so from the host school prior to the date of the activity or contest.
3. The host school must execute a written contract with the broadcast entity that complies with GAPPS rules and regulations for broadcasting.

**2.82** - The region has the right to determine whether or not region tournament (post regular-season) events may be broadcast, televised, webcast, tape recorded, filmed or photographed for any "commercial" purposes.

1. The region should set and assess any fees charged for broadcasting or telecasting region tournament contests or events.
2. The region must execute a written contract with the broadcast entity that complies with GAPPS rules and regulations for broadcasting.

**2.83** - GAPPS rules and regulations for Regular Season and Region Tournament broadcasting are as follows:

1. The host school shall have the right to approve the amount of space used and the placement of broadcast equipment.
2. The host school (for regular-season events), or the region (for region tournaments) shall be entitled to all revenue from the sale of broadcasting rights unless the contract specifies otherwise.
3. Advertising utilized during the broadcast shall not include alcohol or tobacco products.
4. Commercial announcements shall not occur during playing time.
5. Announcers shall not criticize coaches, officials, or schools, and shall be fair and impartial in their descriptions.
6. The copyright privileges for Regular-Season events belong to and shall remain the property of the host school.
7. The copyright privileges for Region Tournament events belong to and shall remain the property of the region.

**2.84** - GAPPS Media rules and regulations for State Playoff events:

1. Broadcast rights and copyright privileges to all state playoff events (i.e., after region winners have been determined) belong to GAPPS, and GAPPS has the right to determine if any of these events may be broadcast, televised, webcast, tape recorded, filmed or photographed for any purposes. NOTE: Participating schools may NOT sell tapes of state playoff events or provide copies of tapes to third parties for resale without written consent from the GAPPS office.
2. GAPPS shall grant media access at all state playoff events to properly identified representatives of newspapers, radio stations (with broadcast contract) and television outlets ONLY. Proper identification is interpreted to mean an identification card given by the media outlet, or written documentation on the letterhead of the media outlet specifying that the bearer is working for that outlet at the GAPPS event.
3. Any media entity wishing to broadcast or telecast (including Internet reproduction) any state playoff event must execute a written contract with the GAPPS for that event. Contact the GAPPS office for a contract, which shall contain specific rules and requirements.
4. Broadcast fees are listed in the chart that follows. The fees are “per event” except for football, basketball and soccer, which are per game. NOTE: a baseball playoff series is one event; a softball tournament is one event.
5. Television and Video Webcast rights and fees must be negotiated with the GAPPS office on a case-by-case basis, except for those stations or schools having long-term contracts with GAPPS.
6. Video production for authorized school “coach’s shows” are exempt from these rules and fees. However, schools may only tape, photograph or film events in which their team is participating.

**2.85** - Radio, Audio Internet Broadcast Fees for State Playoff events: Fees are based on the size of the market. Levels are determined as follows - Level 3 = 50,000 population and higher; Level 2 = 25,000 to 49,999; Level 1 = Under 25,000 population. Fees for each level are listed below. NOTE: These fees are for radio and audio only Internet webcasts.

Market Size	Football	Basketball	Baseball/Softball	Other Events
Level 3	\$225/game	\$125/game	\$150/event	case by case
Level 2	\$175/game	\$100/game	\$100/event	case by case
Level 1	\$125/game	\$75/game	\$75/event	case by case

**2.86** - Television stations or other broadcast entities shall have the right to film portions of GAPPS state playoff events in order to air selected highlights in any bona fide newscast. “Bona fide newscast” is defined as a half-hour or hour program that is regularly scheduled and includes news, weather and sports. Entertainment and commercial uses of highlights are not considered bona fide newscasts and are prohibited. Highlights may not exceed one minute per contest, or two minutes total running time in any single newscast without the consent of GAPPS. Highlights may be used, subject to the above guidelines, up to 72 hours after the event. NOTE: Members of the working press shall be allowed to use digital video cameras at GAPPS state playoff events as long as such cameras are being used to obtain still images or video highlights as defined in this By-Law. Site administration shall have the authority to prevent the use of such video equipment if it is determined that a video tape of a substantial portion of the event is being made.

**2.87 - FLASH PHOTOGRAPHY:** Flash photography is prohibited at all indoor GAPPS state playoff events unless permission is obtained from the GAPPS office on a case-by-case basis. Flash photography at outdoor GAPPS state playoff events is at the discretion of the onsite game officials.

**2.88** - Parents and/or fans connected with a member school will be allowed to use video or still cameras from the stands to tape or photograph GAPPS state playoff events in which that member school is participating under the following conditions (EXCEPTION: One Act Play and Cheerleading restrictions will remain in place):

1. The cameras must be hand-held and their use cannot interfere with another fan’s view of the event. Site administrators shall have the authority to halt photography if, in their opinion, this rule is being violated.
2. The tapes/photos must be for personal use only and cannot be used for scouting purposes, given to other schools for scouting purposes, used for any commercial/business purpose, or sold for profit. Violation of this rule by a member school will result in penalties from the Executive Director including a fine.
3. Anyone else filming or photographing GAPPS state playoff events for any purposes must have approval of the Executive Director.

**2.79** - Filming: Coaches or anyone associated with a school (parents, fans, friends, etc.) are not allowed to film games in which they are not participating and are expected to refrain from accepting

films from unauthorized sources. Coaches are encouraged to trade films with opponents in a professional manner.

**2.90 - REGULATIONS OF COMPETITIONS:**

**2.91 - Sunday Competition:** Sunday competition is prohibited for GAPPS regular season or playoff contests. Sunday practices are regulated by the policy of each member school.

**2.92 - Contest Rules:** All athletic and literary competitions are to be played according to the rules published by the National Federation of State High School Associations, using officially-dressed officials who are registered with the GAPPS.

1. EXCEPTION: Tennis is played according to the rules of USTA, unless specified by GAPPS rules.
2. EXCEPTION: Golf is played according to the rules of the USGA, unless specified by GAPPS rules.
3. EXCEPTION: Shotgun is conducted according to the “DNR”, unless specified by GAPPS rules.
4. The National Federation prohibits the use of video tape to review an official’s decision.
5. No protests are allowed in any GAPPS sport or activity unless specified by NFHS rules.
6. Judgement calls by contest officials are not reviewable or reversible.

**2.93 - Number of Officials-** the number of officials required for each sport, regular season and postseason, shall be as follows:

NUMBER OF OFFICIALS						
Sport	Regular Season			Post Season		
	MS	JV	VARSITY	MS	JV	VARSITY
Baseball	2	2	2	3		3
Basketball	2	2	3	2		3
8 Man Football	3	4	4 @ ECO	4 & ECO		5 & ECO
11 Man Football	4	4	5 @ ECO	5 & ECO		5 & ECO
Soccer	2	2	2	2		3
Softball	2	2	2	3		3
Volleyball	1	1	1	2		2

1. Non Region Varsity Basketball games require 3 Officials.
2. GAPPS will select the officials used in State Championship Games.

**2.94 - Interrupted/Postponed Games:** Any GAPPS competition may be interrupted due to human, mechanical, or natural causes when it is necessary to protect the safety of players and spectators. The President shall have the authority to postpone GAPPS events and to direct the procedure for rescheduling when deemed necessary.

1. GAPPS requires lightning detectors at all outdoor athletic activities. The Lightning Procedures in section 2.69-4 are to be adhered to in any situation involving lightning. NOTE: If officials spot lightning before being notified, they may suspend play.
2. The contest may resume in accordance with procedures published in the NFHS Rules Book.
3. Postponed games are games that are terminated before they actually begin because of weather problems, emergency situations, or mechanical failures.
  - a. The host school should notify the opposing team and officials as early as possible when a contest is postponed.
  - b. The host school is responsible for determining whether an event is to be postponed until the time that game rules turn that responsibility over to game officials except when there is a written contract for that game. When there is a contract, there must be an agreement between the competing schools about the postponement.
  - c. School personnel will agree on the rescheduling of the contest.
4. Suspended and/or Terminated Games - When game officials suspend a game due to weather issues, the following procedures are in place:
  - a. For all Baseball, Softball, Soccer and Football contests involving teams of different classifications, there will be up to a two-hour delay (cumulative) before the contest will be terminated. (See the Baseball and Softball Sections to see the procedures involved with terminated games.)
    - i. If the Soccer or Football contest is terminated before it has reached the halfway point, the contest is declared a “no contest.”
    - ii. If the Soccer or Football contest is terminated after it has reached the halfway point, the score at the point of termination is final.
  - b. For Soccer contests involving teams of the same classification, all contests will be played to completion. (NOTE: The team that is behind may choose not to resume the contest)
    - i. There will be no mandatory two-hour delay.
    - ii. Administrators from the competing schools may agree to postpone the contest and resume competition at the point of interruption at a later time.
    - iii. The team that is behind may choose not to resume the contest at a later date.
  - c. All scheduled GAPPS varsity football games that have been either interrupted or postponed must be played to completion. Schools must decide when completion will take place in a timely manner. The team behind in the score of an interrupted game has the option not to complete the game and the score will be recorded as it was at the point of interruption.
    - i. There will be no mandatory two-hour delay.
  - d. Golf and Tennis procedures will be dictated by USGA and USTA rules.
  - e. Cross Country and Track and Field will not use the two-hour delay rule.
5. Paying Officials in shortened/postponed games:

- a. In the event a scheduled contest cannot be started due to weather-related conditions, officials who have arrived at the contest site will be paid one-half the contest fee in addition to the travel allowance.
- b. If a game is interrupted by weather or darkness before it becomes a completed game, the officials will be paid one-half the regular game fee.
- c. If a game is an official game at the point of interruption, the officials will be paid full fees.
- d. Beyond these conditions, no officials group(s) may hold the schools responsible for weather-related postponements.

**2.95** - All championship contests that end in a tie will have that tie resolved by means of the procedures that are used to resolve ties in preceding rounds of the playoffs.

**2.96** - Absence of Officials: In the unlikely event that game officials do not arrive for a contest, both schools should agree on one of the following procedures:

1. Delay the game until a new set of officials can arrive;
2. Agree to play the game on another date except a Sunday;
3. Use registered officials who might be in attendance at the contest;
4. Use coaches or school personnel from both schools;
5. Use formerly registered officials who might be in attendance at the contest.
6. In the event that schools cannot agree to play the contest, the host school will forfeit the game. It is the host schools responsibility to ensure officials are present for the game. The GAPPS Executive Director may overturn a forfeit and reschedule the game to be played on another date.

**2.96** - All Star Teams:

1. In accordance with state law, member schools shall not permit their teams or players to participate in "Bowl" or "All Star" games during the GAPPS regular season or during GAPPS playoffs. Players selected to participate in out-of-season all-star games must adhere to GAPPS amateur standing rules, and to NCAA regulations regarding all-star games.
2. GAPPS will offer All-Star games in Volleyball, Football, Basketball (Boys & Girls), Baseball, Softball, and Soccer (Boys & Girls).
3. Participation in All-Star games is limited to players in grades 9-12, with upperclassmen receiving priority.
4. Team selection and fees will be listed in each sport section.

**2.97** - Admission Fees for State Playoff Contests are set by the GAPPS and are published in the various sports sections of the by-laws or on the GAPPS web site.

1. Children 5 year or younger are admitted free of charge to all events in the company of a ticket or pass holder.
2. There is no admission fee for Golf, Clay Target or Bowling.
3. College and University coaches may attend GAPPS playoff contests free of charge with proper ID.

**2.98** - Auxiliary personnel such as ball boys/girls or bat boy/girls at all State playoff games must be at least 12 years of age.

**2.99** - All participant uniforms rules and restrictions shall be interpreted in accordance with Georgia law. GAPPS shall not enact or enforce any participant uniforms rule which prohibits religious

expression of student athletes other than the rules of particular athletic events as adopted by the National Federation of State High School Associations.

## **BY-LAW 3.00 - REGION**

### **3.10 - REGION RESPONSIBILITIES TO STATE ASSOCIATION**

**3.11** - Each Home Region shall:

1. Certify the winners in all region meets and/or tournaments to the GAPPS Executive Director within the time limits specified in the By-Laws for each event.
2. Furnish a copy of complete **region results** in every region meet and/or tournament to all region schools,
3. Select two Heads of School to represent the region on the GAPPS Executive Committee.
4. Select an Athletic Director to serve as the Region Chair on the Athletic Committee.
5. Select an Athletic Director to serve as the Region Co-Chair on the Athletic Committee.

## **BY-LAW 4.00 - STATE**

### **4.10 - GAPPS ADMINISTRATIVE RESPONSIBILITIES TO MEMBER SCHOOLS**

**4.11** - The GAPPS Executive Committee shall consider recommendations at its *annual* meetings from Heads of Schools of member schools that are submitted in writing to the GAPPS Office at least thirty (30) calendar days prior to the meeting. The Athletic Committee will also have the authority to submit recommendations to the Executive Committee.

**4.12** - The GAPPS Office shall maintain an official record for all dues and fees received from any source.

**4.13** - The GAPPS Office shall provide all necessary forms on the GAPPS web site.

**4.14** - The GAPPS Office shall provide an annual calendar that notes:

1. the beginning and end of the season for all activities;
2. dates for Region, District and/or State Playoff contests and/or tournaments.

**4.15** - RECLASSIFICATION:

1. CLASSIFICATIONS: Member schools of Association shall be placed in regions and classifications for the purpose of athletic and literary competition.
  - a. In the fall of each even numbered year, GAPPS will reclassify for the following two-year period
  - b. Classification will be based on high school enrollment. Enrollment figures for Grades 8-11 of the year of reclassification will be used to determine classifications.
2. At the beginning of the reclassification process, the GAPPS Office will publish parameters for that year's reclassification. Those parameters will include the number of classes into which schools will be divided and the percentages of schools in each classification or the cut-off numbers used to decide the divisions.



3. Schools will submit their numbers to the GAPPS Office on or before the second Monday in November of the year of reclassification. Once the GAPPS Office receives the numbers, there can be no changes.
4. Based solely on the parameters already announced, the classes will be sent by fax and/or email to the schools on the second Tuesday of December. Region alignments will be sent by fax and/or email to the schools as soon as possible.
5. A school may be allowed to play in a higher classification by the approval of the GAPPS Office. However, the school must make a written request signed by the head of school within five (5) days of the publication of the new classifications. A school that changes classification by this method will remain in that classification until schools are reclassified on a statewide basis.
6. Heads of school that believe another school has an error in their reported numbers can notify the President in writing, and the President will initiate an investigation.
7. Once the GAPPS Office has set the regions and groupings for reclassification, member schools will have 5 business days to request an exception by filing that request with the Executive Director. At the conclusion of the 5 day window to request an exception, the GAPPS office will have 5 business days to consider all requests and publish any changes.
8. Member schools may begin scheduling contests once the final reclassification has been communicated to the membership.

**4.16** - The following scheduling policy will be in effect for schools entering GAPPS at the beginning of the second year of the reclassification cycle:

1. In sports where the region has two-year scheduling, the new school may not be able to play a complete region schedule at the varsity level. In those sports, the school could play a varsity non-region schedule or a JV schedule.
2. In sports having year-to-year scheduling, the new school will have full membership once it has been assigned to the new region by Executive Director
3. In sports that have a region tournament to advance to postseason play, the region may allow a new school to accept a low seed in the tournament even though it did not play a complete region schedule. That is a decision made by the region.

#### **4.20 - STATE ASSOCIATION CONTEST/EVENT RESPONSIBILITIES**

##### **4.21 - Tournaments, Playoffs, & Awards**

1. Region Tournaments: Region Tournaments will be held after the end of the regular season in volleyball and basketball.
  - a. Dates for Region Tournaments will be on the sports calendar.
  - b. Refer to fees section for admission prices.
  - c. Officials will be provided by the host school and must be paid from the host school gate
2. Region Tournament host sites will be decided each school year on a rotating school basis.
3. Host team facility must meet the requirements stated in the guidelines under gaming rules and regulations section for the respective sport.
4. The host facility must have the following adequate facilities to host: adequate dressing areas, concessions, hospitality room, adequate seating and ample parking.

5. The host school must be able to provide the following personnel for all games: gate workers, official scorekeeper, clock operator, concession workers, game administrator, tournament administrator, proper maintenance personnel, security, game announcer and medical personnel.

#### 4.22 - State Playoffs/Tournaments/Championships

##### 1. General Information

- a. The number of teams qualifying for the state playoffs will be determined by the GAPPS at the beginning of the season based on the total number of regions and teams.
- b. Officials for the State Championships will be assigned by GAPPS.
- c. Refer to fees section for admission prices.
- d. Only varsity teams participate in the state tournament.
- e. Teams qualifying for the state tournament are required to compete.
- f. Member schools may be asked to provide volunteers for the State Playoffs.
- g. Each host school must have a plan for inclement weather whether you play on your campus or utilize facilities off campus. This plan should include accommodations for players and fans.
- h. Officials in playoff games must be from neutral association unless both coaches agree to use the officials of one of the schools participating.

##### 2. State Location

- a. Dates can be found on the sports calendar.
- b. State Championships will be held at a neutral site when possible.
- c. The state playoff games will either be at the higher seed, at a predetermined host member school or a neutral site designated by GAPPS. The higher seed will be the home team. If two equally ranked seeds meet, then the bracket will determine who will be the home team.
- d. Sites may be subject to change based on agreement from schools participating in the state tournament.
- e. The facility or field must meet requirements stated in the guidelines under the gaming rules and regulations section for the respective sport.

##### 3. State Playoffs Revenue and Expense Information Between Schools and GAPPS

- a. GAPPS will keep all receipts from gate when a state tournament, state playoff or state championship is held at a neutral site. If a state championship game/series is held at a member school, the host school will keep concessions and receive a hosting fee. GAPPS will retain the gate receipts and cover event expenses.
- b. When a state playoff contest is held at a member school and the contest is not part of the state tournament or state championship game, then the member school will keep all receipts from concessions and gate. In addition, all expenses will be paid for by the host school.

##### 4. Trophies, Awards, and Honors

- a. Team Trophies: The following Team Awards will be given in most sports.
  - i. State Champion and State Runner-up                      Varsity
  - ii. Region Champion and Region Runner-up                      Varsity
- b. Region team trophies will be paid out of region dues that will be set, per sport, by GAPPS.

5. Individual Awards

a. All-Region Awards

- i. GAPPS will establish the number of players for each All-Region Team per sport based on the number of teams in each region. All-Region selections will be based off of a pre-set number and also based on order of finish within the region.
- ii. All-Region awards will be paid out of region dues that will be set, per sport, by the GAPPS.

b. All-State Awards

- i. Top performing varsity athletes from the entire state in most sports will be honored with All-State recognition and placed on the All-State Team.
- ii. GAPPS will establish the number of players for each All-State Team per sport based on the total number of teams participating in each division.
- iii. In individual sports (cross country, tennis, golf, swimming, wrestling, shotgun sports, track and field, etc.), individuals will be recognized as All-State based on how they finish in the State Championship competition.
- iv. In team sports (football, basketball, baseball, softball, soccer, volleyball, etc.), coaches will nominate players from the All-Region Team for All-State selection.
- v. An individual must have been selected by the coaches to be on the All-Region Team in order to be considered for the All-State Team.
- vi. The All-State Team will be voted on by the coaches at the All-State meeting.
- vii. Member schools will be fined \$100 for not having a representative at an All-State meeting.

c. All-Star Games

- i. If an All-Star game is played, the GAPPS office and the Athletic Committee will establish and set guidelines for the All-Star game.
- ii. The GAPPS office and the Athletic Committee will determine which sports will have All-Star games and how the All-Star players and coaches will be selected.
- iii. Head Coaches may nominate as many players as they want for All-Star games. The All-Star coach will select the team from those nominations.

**4.23 - SEASON PASSES TO GAPPS EVENTS**

1. The GAPPS Office shall issue to each member school a SEASON PASS for the head of school, assistant head of school, band/choral director, athletic coaches, and literary coordinators as listed by the school. Each school is also able to request passes for up to three (3) team doctors, or certified athletic trainers, to be given out at the discretion of the head of school or athletic director.
2. The name of the person to whom the pass is issued shall be imprinted on the pass.
3. The GAPPS Season Pass will admit the person to whom it is issued and one other to any game or contest of GAPPS.
4. School passes are for the use of the school personnel only and are void if presented by any person other than the one named or spouse.
5. Officials Passes issued by *Georgia Athletic Officials Association (GAOA)* will admit the official to all GAPPS events.

6. Official Passes issued by the *Georgia High School Association (GHSA)* and the *Georgia Independent School Association (GISA)* will admit the cardholder and one other person to all GAPPS regular season events.
7. GAPPS Season Passes are non-transferrable and may not be used by persons other than the individual to whom it was issued.
  - a. The individual's name shall be typed on the pass. b. Picture Identification is required for the user of the pass at all GAPPS postseason events.
  - b. A pass that is used illegally is to be confiscated and the individual to whom the pass was issued forfeits the right to receive a pass in the future.
  - c. The spouse of a coach, coaching in a State Playoff event shall be admitted to that event upon presentation of their spouse's pass and proper identification.
8. In the event a pass is destroyed or lost, the school administrator should notify the GAPPS Office in writing, and should include the payment of \$10 with a school check to have the pass replaced.
9. When a school staff member who was issued a GAPPS pass leaves the position that entitles them to that pass, the pass should be voided and returned to the GAPPS Office.
10. At any GAPPS regular-season event, the host school must honor the GAPPS pass that admits "the bearer and one other person" as well as similar passes from the GHSA or GISA. For GAPPS state playoff events, the host school shall honor only the GAPPS pass, valid media credentials and the GAOA (bearer only).
11. Law enforcement personnel in uniform are to be granted free admission to all GAPPS events. Bus drivers are to be granted free admission to all GAPPS events. The driver should be driving a school van or bus.

#### **4.24 - CERTIFICATION OF ATHLETIC OFFICIALS**

1. All Officials / Referees Associations which call GAPPS sporting events must be registered with GAPPS prior to beginning work with any member school. This registration shall be required annually and registration shall be required for each sport in which the GAPPS is involved.
2. All officials for GAPPS sporting events will be members of an approved officials' organization or approved by the GAPPS Office and wear proper officiating apparel.
3. Each Officials' Association must have a plan for the certification of athletic officials which includes:
  - a. Published procedures for registration of officials.
  - b. Published guidelines for training officials. Must include:
    - i. A rules clinic on all new rules for that year. They may attend an Association Rules Clinic.
    - ii. At least two other (preferably more) rules meetings.
    - iii. A test over the rules.
    - iv. A system for evaluating performances of officials.
4. The head of the Officials' Association must certify that these requirements are satisfied each year.
5. GAPPS reserves the right to request the Officials Association's published training guidelines and procedures.

**4.25 - Contest officials and Officials' Associations are independent contractors and not employees of GAPPS or its member schools.**

**4.30 - SPECIAL GAPPS POLICIES**

**4.31 - Steroids/Performance Enhancing Drugs:** GAPPS strongly opposes the use of anabolic steroids and other performance enhancing substances by high school student-athletes. GAPPS believes that such usage violates legal, ethical and competitive-equity standards and imposes unreasonable long-term health risks on the user. GAPPS encourages member schools to educate students and coaches about the perils of steroid usage.

**4.32 - Penalties for Violations:** In accordance with GAPPS Rules & Regulations, the President is empowered to make a determination as to whether a violation of GAPPS rules has occurred, and to assess the appropriate penalty which may include a fine and/or probation. A non-exhaustive list of violations and fines is published in Appendix B of the Rules & Regulations.