

ELIGIBILITY REQUEST FORM (ERF) FACT SHEET

WHO NEEDS AN ELIGIBILITY REQUEST FORM?

If an athlete's parish/school does not sponsor a team in that sport, and the athlete meets one of the requirements of Bylaw 3-1-2, that athlete may play with any member WITHIN their section WITHOUT an ERF EXCEPT IN THE SPORT OF FOOTBALL (CYO Assigns Sections).

Visit our [Eligibility Center](#) page to view the member's section list, and to download the Individual and Group ERF forms.

Here are some items to be aware of related to ERF forms:

- An Individual ERF form is valid for only one athlete. This form is to be completed by all athletes that are not members of the CYO member sponsoring the team or not enrolled in the school of the sponsor as well as those athletes that are only eligible for CYO participation through PSR enrollment.
- A Group ERF form is for more than one athlete from the same parish/school that all share the sponsor as the nearest member to their home or parish/school address.
- Read Bylaw 3 of the [CYO Charter & Bylaws](#) for eligibility requirements.
- Athletes cannot be placed on a roster or begin practice until their ERF has been approved.
- The sponsoring organization is responsible for submitting a complete ERF to the CYO Athletic Office.
- You cannot submit an ERF form if an athlete's home parish/school sponsors a team unless the criterion of Bylaw 3-1-2 is met.
- Athletes that have CYO eligibility through parish/schools that are not Unified Program Members or engaged in an Athletic Merger, and that do not offer any sports programs, may submit an ERF once per year for all sports as long as the sponsoring member is closest to the athlete's residence or school address as determined by using the [Parish Locator](#).
- No ERFs are approved until the regular team registration is closed.
- ERFs will be processed according to the ERF Timeline.
- An ERF cannot be submitted for an athlete if the sponsoring organization is part of a merger application.

Locating the closest parish for an athlete

- The [Parish Locator](#) is on the [Eligibility Center](#) page of the CYO website <https://ccdogle.org/cyo>.
- Enter the athlete's home/school address, select Search, and the Parish Locator identifies the closest parish or school.
- A listing of parishes/schools appears in order of closest miles from the address entered. You must approach each parish/school closest to the address that sponsors a team in that grade/sport for approval.

Completion of the Form

- Please read the entire form before submitting.
- The form must be completely filled out including all signatures.
- If there are more than 3 CYO members nearer to the submitted address to sponsor a team, then an ERF cannot be used. See Bylaw 3-1-5.
- Checkmark the eligibility criteria on the form to indicate how we are reviewing his/her eligibility for participation in CYO Athletics.
- Both the Member Athletic Director of the sponsoring organization and the athlete's home parish must sign the ERF.
 - If your parish/school does not sponsor any CYO sports, you only need the signature of the Pastor/Principal on the form.
 - If your parish/school sponsors CYO in any sports, then the signature of the member athletic director is needed on the form. The athletic director will inform you know if the Pastor/Principal needs to sign the form as well.
- Any ERF not completely filled out will be automatically rejected and will need to be resubmitted.
- ERF forms will not be accepted after the start of the season.

Procedures for Processing

- Submit completed ERF forms to the CYO Athletic Office. Noelia Speringo and Martha Huber review the forms and Mary Ann King approves them.
- The CYO Athletic Office will notify the sponsoring organization of the rejection or approval of an ERF.
- Once approved, the athlete may begin practicing with the sponsoring organization and can be placed on the team roster.
- If an athlete is not approved, they are ineligible to participate with that sponsoring organization