



# CIF Southern Section Information for Membership

## 2019/20 School Year

### What is CIF?

The California Interscholastic Federation is a union of over 1,700 member schools both public and private. CIF is empowered by the State Legislature to administer high school sports in the State of California.

Southern Section is one of ten Sections in the State of California who have joined together to form the Federation. The Federation is governed by the State CIF office located in Alameda, California.

By becoming a member, a school may participate in interscholastic competitions in 26 varsity sports. Schools are eligible for all Section championships as well as State championships in the sports of: badminton, basketball, cross country, football, golf, swimming, tennis, track and field, girls' volleyball, and wrestling.

### How CIF Operates

Member schools pledge to follow all rules contained in the State and Section Bylaws. The Principal of every high school is responsible for the operation of his/her program and compliance with all rules.

Dues are paid yearly to both the Section and the State office and are collected to offset the costs of legal and liability, operation of the offices, championships, awards and other costs.

Presently, Southern Section dues are \$50 per sport offered. Dues are payable by October 1 of each membership year.

### How to Apply

Download the attached application from [www.cifss.org](http://www.cifss.org), located under the Resources, FORMS tabs. Complete all fields and obtain all required signatures.

The following list of items **MUST** be submitted with the completed and signed application in order to be considered complete:

1. Previous October State of California Department of Education affidavit form (CBED's)
2. Vitae of the Principal and Athletic Director(s)
3. Coaching staff names and qualifications
4. Promotional materials of the school, including its mission and curriculum, and graduation requirements
5. Application fee of \$100

The membership application must contain a realistic assessment of the sports to be offered. The requirement is to field at least one sport per season (Fall, Winter, Spring) and there must be provisions for equal participation by males and females.

**All materials and fees must be received by April 1 to be considered for membership and eligibility for the following school year. There are no exceptions to this deadline.**

Applications and supporting materials will only be accepted electronically as PDF files. Refer to attached application for additional information.

### Application Process

Upon receipt of the completed membership form, a member of the CIF Southern Section Executive Committee will be assigned to visit the school and interview the principal and athletic director about the school's proposed athletic program.

The Executive Committee member will review planned facilities, athletic personnel qualifications, and administration knowledge of bylaws and policies.

After a review at a public meeting, the Executive Committee can grant full membership, probationary membership, or decline to grant membership.

### **Full, Unrestricted Membership**

1. May participate as freelance or in a league at varsity level
2. May enter playoffs if criteria set in each sport is met
3. May be represented at Council if part of a league

## **Probationary Membership**

1. May play at only level(s) specified in application for the first year
2. Not eligible for entry into playoffs
3. Any violation of CIF Bylaws may result in suspension of membership
4. Membership status will be reviewed by the Executive Committee at the completion of its first year of membership; may be granted full membership at that time or remain probationary.

## **Next Steps**

After the Executive Committee has acted on the membership request, the office will notify the school of the Committee decision.

Schools accepted for membership **must attend** an orientation meeting before the membership can be activated.

New member schools will participate with freelance status without a specific league affiliation. All sports will compete as freelance teams and/or individuals during that time.

In Fall 2016, the Southern Section will begin to prepare for the 2018-2022 Releaguings Cycle. At that point, new schools may be part of the Releaguings process with other schools in the desired participation area.

Should new member schools wish to join a league prior to the Releaguings process, the steps are listed below:

1. Contact a league and request to join
2. All current schools within the league must give unanimous approval

If approved to join a league, **all** sports offered by the school will play within the league. Participation cannot be freelance in some sports and league in other sports.

Freelance schools may participate in championships if entry criteria is met.

## **CIF-SS Governance**

CIF-SS is run by its member school administrators. Many people believe the Section office creates the specific rules they administer, this is not correct.

CIF Southern Section schools are organized into leagues. Each league chooses a representative to the Section Council. Council presently has 88 leagues and five at-large representatives empowered to cast votes on issues from sport rules to Constitutional changes. Council meets three times each year.

Section business is conducted under the Brown Act. Meetings are open to the public and the agenda is posted 72 hours before every meeting. Every league representative has one vote on behalf of that league.

The policy-making body of the Section is the Executive Committee. Executive Committee members are elected and serve terms of up to four years. Some members are appointed by the Executive Committee or by their governing agency. The Executive Committee reviews policy items, makes recommendations on State and Section items, and reviews budget and personnel items.

## **School Responsibilities**

Membership in CIF requires administrators at member schools understand and comply with all of Bylaws and policies of CIF. The completion and accuracy of forms, entries and applications for eligibility are the responsibility of the school.

Failure to comply with Bylaws may result in loss or suspension of membership.

Dues are to be paid in a timely manner. In the event dues become delinquent, a school may forfeit the opportunity to play in championships and place membership status at risk.

Perhaps the most important responsibility is the certification of athletic eligibility. The Section offers several meetings every August-September for key school personnel to review the Bylaws and hear about any important changes.

Administrators and Athletic Directors are urged to attend annually.

## **Sports**

### **Fall**

B&G Cross Country, Field Hockey, Football, Girls Golf, Girls Tennis, Traditional Competitive Cheer, Girls Volleyball, Boys' Water Polo

### **Winter**

B&G Basketball, B&G Soccer, Traditional Competitive Cheer, Girls Water Polo, B&G Wrestling

### **Spring**

Badminton, Baseball, Competitive Sport Cheer, Boys Golf, Gymnastics, B&G Lacrosse, Softball, B&G Swimming & Diving, Boys Tennis, B&G Track & Field, Traditional Competitive Cheer, Boys Volleyball



## **CIF Information**

Download a copy of the CIFSS Blue Book Bylaws at [www.cifss.org](http://www.cifss.org), located under the RESOURCES tab.

More detailed information on each area discussed in the Membership Information can be found in the CIFSS Blue Book Bylaws.

**CIF Southern Section**  
**10932 Pine Street**  
**Los Alamitos, California 90720**  
**Telephone: 562-493-9500**  
[www.cifss.org](http://www.cifss.org)

**CIF State Office**  
**Telephone: 916-239-4477**  
[www.cifstate.org](http://www.cifstate.org)

**NFHS**  
**Telephone: 317-972-6900**  
[www.nfhs.org](http://www.nfhs.org)



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# CIF Southern Section Application for Membership 2019-20 School Year

**ALL INFORMATION MUST BE TYPED**

Name of School \_\_\_\_\_

Street Address \_\_\_\_\_

City and Zip Code \_\_\_\_\_

School Telephone \_\_\_\_\_ Athletic Telephone \_\_\_\_\_ Fax \_\_\_\_\_

School Website \_\_\_\_\_

Type of School (Check where applicable)

Grades 9-12    Grades 10-12    Public    Private    Coed    All Boys    All Girls

Number of Students per Grade (Current Year) 9<sup>th</sup> \_\_\_\_\_ 10<sup>th</sup> \_\_\_\_\_ 11<sup>th</sup> \_\_\_\_\_ 12<sup>th</sup> \_\_\_\_\_

Total Number of Current Year Students \_\_\_\_\_

Anticipated Future Enrollment    3 Years Hence \_\_\_\_\_    5 Years Hence \_\_\_\_\_

New Public High Schools under Construction – Planned Opening Date \_\_\_\_\_

Charter Schools Only – Chartering District/Institution \_\_\_\_\_

## **Athletic Program Goals and Objectives**

\_\_\_\_\_  
\_\_\_\_\_

## **Athletic Administration**

Name of Principal \_\_\_\_\_

Principal's email \_\_\_\_\_

Name of Athletic Director \_\_\_\_\_

Athletic Director's email \_\_\_\_\_

## **Accreditation**

\_\_\_\_\_  
Name and Address of Accrediting Organization

**Facilities**

**Sport**

**Practice Facility**

**Game Site and Location**

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Initial Participation Levels**

Below is a listing of sports offered for both boys and girls within the CIF Southern Section. Please indicate what level your school will be competing, i.e. varsity (V), junior varsity (JV), freshman and sophomore (F-S).

Season	Sport	Boys	Girls	Season	Sport	Boys	Girls
<b>Fall</b>	Cross Country			<b>Winter</b>	Basketball		
	Field Hockey				Soccer		
	Football				Traditional Competitive Cheer		
	Golf				Water Polo		
	Tennis				Wrestling		
	Traditional Competitive Cheer						
	Volleyball						
	Water Polo						
<b>Spring</b>	Badminton						
	Baseball						
	Competitive Sport Cheer						
	Golf						
	Gymnastics						
	Lacrosse						
	Softball						
	Swimming/Diving						
	Tennis						
	Track/Field						
	Traditional Competitive Cheer						
	Volleyball						

Coaching Personnel

Submit a list of all coaches' names and qualifications (professional training and experience).

Conditions of Membership

1. School understands that full knowledge and implementation of Blue Book rules is the school's responsibility and that violation of rules may result in a team and/or school's disqualification from competition and/or loss of membership.
2. It is to be understood that schools with limited enrollments and programs will be integrated into existing league structure only as programs, compatibility and geography permit.
3. Able to meet the requirement of fielding at least one sport per season (Fall, Winter, Spring) and there must be provisions for equal participation by males and females, if a coed school.
4. Application must be approved by the CIF Southern Section Executive Committee. Upon approval, your school will be billed annual membership dues of \$50 per sport fielded. These dues must be received by the Southern Section office by October 1 of each year.

Application Packet Checklist

**APPLICATION PACKET & FEE SUBMISSION DEADLINE: APRIL 1**

1. Complete and signed CIF Membership Application
2. Previous October State of California Department of Education affidavit form (CBED's)
3. Vitae of Principal **AND** Athletic Director(s)
4. Coaching staff names and qualifications
5. Promotional materials of the schools, including its mission and curriculum, and graduation requirements
6. Application fee of \$100, made payable to *CIF Southern Section* and mailed to CIF Southern Section 10932 Pine Street, Los Alamitos, CA 90720, and Attention: Sharon Hodge.

**IMPORTANT Please Note:**

Application must have ALL required signatures and all materials listed above in order to be considered complete.

Applications, supporting materials and fee must all be received by April 1<sup>st</sup> to be considered for membership in the following school year, there are no exceptions to this deadline.

**Submit applications and supporting materials as PDF files ONLY**, email to Sharon Hodge at [sharonh@cifss.org](mailto:sharonh@cifss.org); hard copy submissions will not be accepted.

\_\_\_\_\_  
Signature of Administrator of School (Superintendent/Principal)

\_\_\_\_\_  
Signature of Officer (Board/Trustee Officer)

\_\_\_\_\_  
Name of School

\_\_\_\_\_  
Name of District Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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**CIF Southern Section Executive Committee Review and Approval Status**

_____	<b>Approved</b>	<b>Probationary</b>	<b>Full, Restricted</b>	<b>Full, Unrestricted</b>
<b>Date</b>	<b>Denied</b>		<b>Area Placement</b>	_____
_____				
<b>Commissioner of Athletics</b>				