Ohio High School Athletic Association
ODE Enrollment Appeals Form
2019-20 and 2020-2021

School: ___________________________________________  City: ________________

Enter the male and female enrollment numbers (that are included in your appeals report) that
you believe best represents your school’s enrollment for grades 9, 10 and 11 as of October 31,
2018.

Male Enrollment: __________  Female Enrollment: __________

INSTRUCTIONS FOR APPEAL OF OHIO DEPARTMENT OF EDUCATION ENROLLMENT NUMBERS

1) Submit a report/written correspondence that supports the enrollment number you are
presenting to the OHSAA as a more accurate reflection of your enrollment as of October
31, 2018, and that meets the business rule requirements adopted by the OHSAA Board of
Directors. Your correspondence should include a detailed explanation of how the school
determined that ODE made an error in pulling the data. You must submit supporting
documentation such as a Student Summary Report, Head Count Summary Report, and/or
Ethnicity Report to support your appeal.

2) This appeal form and all supporting documentation must be submitted by the principal
and/or superintendent of the school district. No requests for review will be accepted that
are not authorized and signed by either the principal or superintendent. No requests for
review may be submitted directly to ODE.

3) Submit this appeal form and all supporting documentation to Roxanne Price
(rprice@ohsaa.org) no later than 4:00 PM on TUESDAY, MARCH 5, 2019. No further
inquiries or appeals will be accepted after this deadline. The report must be postmarked by
the deadline date if mailed, or received by fax or electronic mail by the deadline date.
Please no phone calls to the OHSAA or the ODE.

Please include this cover sheet with your request and include the appropriate signatures below.

<table>
<thead>
<tr>
<th>Principal or Superintendent</th>
<th>EMIS/EAS Coordinator</th>
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</thead>
<tbody>
<tr>
<td>Signature</td>
<td>Name (Please Print)</td>
</tr>
<tr>
<td>Print Name</td>
<td>Email</td>
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<tr>
<td>Title</td>
<td>Business Phone</td>
</tr>
</tbody>
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COMPLETED APPEAL MATERIALS MUST BE RECEIVED BY TUESDAY, MARCH 5, 2019.
OHSAA, 4080 Roselea Place, Columbus, OH 43214  Fax: 614-267-1677