

# Michigan State University Compliance Manual

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## **Compliance Area: NATIONAL LETTER OF INTENT**

The National Letter of Intent (NLI) is applicable only to prospective student-athletes who will be entering four-year institutions for the first time as full-time students. It is also permissible for 4-2-4 transfers who are graduating from a junior college. With the exception of midyear transfer students in football, no prospective student-athlete enrolling at midyear shall sign a NLI.

The prospect must receive a written offer of athletics financial aid applicable for the entire subsequent academic year. The offer shall list the terms and conditions of the award, including the amount and duration of the financial aid. (A midyear football junior college transfer must receive a written offer of athletics financial aid applicable for the remainder of the academic year in which he transferred.) In order for this NLI to be valid, the prospect and the prospect's parent/legal guardian (if the prospect is under 21 years of age) must sign both the NLI and the offer of athletics aid. If the prospect does not have a living parent or a legal guardian, the person who is acting in the capacity of a guardian may sign this NLI. A written explanation of the circumstances shall accompany this NLI.

All participating conferences and institutions are obligated to respect a prospect's signing and shall cease to recruit the prospect upon his or her signing a NLI.

The basic rule of the NLI is that in exchange for athletics financial aid for one full academic year, a signing prospect makes a commitment to attend MSU for one full academic year. If a prospect does not attend MSU or attends for less than one academic year, and that student enrolls in another NLI institution, that student may not represent the second institution in intercollegiate athletics competition until he or she has completed one academic year in residence at the second NLI member institution. In addition, the student will lose one season of eligibility in all sports.

MSU may release the student from his or her NLI obligation by completing the NLI Release Request Form. MSU may select "Complete Release", "No Release", or may choose to remove the NLI recruiting ban without granting a complete release.

### **Procedure:**

The head coach must complete the Tender Requisition Form. The form should be submitted to Holly Baumgartner (women's sports and men's swimming & diving) or Jill Gainey (men's sports and women's track & field) a minimum of 48 hours prior to the NLI signing period.

The assistant compliance coordinator will send an informational packet to all National Letter of Intent signees once MSU receives a valid NLI. The packet contains a letter, explanation of NCAA rules for incoming student-athletes, a transcript reminder and a form to record any outside awards and scholarships received by the incoming student-athlete.

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## Forms Used for Documentation:

<b>Name of Form/Report</b>	<b>Purpose</b>
National Letter of Intent	Financial aid agreement between prospective student-athlete and institution
Tender Requisition Form	Used to prepare NLI and Big Ten Tenders (e.g., prospect's name, first term of attendance, term of award, dollar amount of award)
National Letter of Intent Release Request Form	Used to grant a prospect a complete release or no release from his or her NLI obligation, or remove the recruiting ban