

## U.S. High School Student Eligibility Checklist

### Step 1: Submit your online profile

- Create an account at PlayNAIA.org with a valid email address and pay the registration fee.**  
A confirmation code is sent to your email. If it does not appear in your inbox right away, be sure to check your spam/junk.

Pro-Tip: Register as early as your junior year

REGISTER NOW ↗

- Complete, review and submit your online profile.**  
Review your information on the Profile Summary page to make sure it is accurate before clicking "submit." You are required to **submit** your online profile to be placed in line for a decision.

Pro-Tip: Opt-in to texting to receive status updates

### Step 2: Send us your HS transcript and test scores

- Send official high school transcripts.**  
Don't get sidelined while waiting on your transcripts to arrive! We need an **official** transcript sent directly from your graduating high school only. Ask your high school guidance counselor to quickly upload your official transcript through the **NAIA high school portal** or patiently send via the mail. *Eligibility requirements:*

Post-junior year:  
3.0 GPA +  
Qualifying Test  
Score

OR

Mid-senior year:  
2.5 GPA +  
Qualifying Test  
Score

OR

HS Graduates: 2.0  
GPA + Class Rank  
or Qualifying Test  
Score

- Send ACT/SAT scores.** Request your official SAT or ACT test scores be sent directly from the testing service using our code:

9876

### Step 3: Check your To Do List regularly

- Check your To Do List to monitor your decision progress.**  
You can view your status at any time by logging into PlayNAIA.org to view your custom To Do List.

After step 1 and 2 from above are complete, it takes 3 business days for the Eligibility Center staff to compute your cumulative GPA and evaluate if you meet two of the three eligibility requirements (may take longer if you're seeking an early decision – depending on the time of year).

**Questions?** Our team is available to answer your questions.

Contact us at [ECinfo@naia.org](mailto:ECinfo@naia.org) or (816) 595-8300

Remember – The Big Three!

- 1.) [Online profile](#) is fully submitted
- 2.) All required, [official records](#) are received
- 3.) Placed on an NAIA school's [Short List](#)