

TO: College/Major Advisor

FR: Professor Bob Jacobsen  
Faculty Athletics Representative

RE: Designated Degree Program Form for Student-Athletes

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I would appreciate if you would please sign the Designated Degree Program (DDP) Form on the reverse side of this memo for the student-athlete who is presenting it to you. We are sorry to impose on overburdened departmental staff, but we absolutely must have this form in order to properly certify that the campus is complying with NCAA rules.

The DDP is not binding; it does not imply that the student is guaranteed a place as a declared major in your department. It was designed by the NCAA to insure that student-athletes receive major advising and begin taking steps toward officially declaring a major. **The NCAA requires that all third-year student-athletes submit this DDP to our office before their first date of competition.**

Your signature certifies that the student-athlete named below has discussed with you an intended degree program. **In the comments section, please list the necessary steps or prerequisites yet to be taken by the student, and the remaining classes to be taken once in the major.**

Thank you very much for your expertise and assistance. Please feel free to contact my staff at the above number with any questions you may have.

**STUDENT-ATHLETE DESIGNATED DEGREE PROGRAM (DDP) FORM**

Under NCAA regulations, a student-athlete who has completed at least 4 semesters or 6 quarters at a collegiate institution must designate a program of studies that will lead to a baccalaureate degree. Any student who has not designated a degree program by the beginning of the third year of enrollment will be ineligible to compete.

You may fulfill this requirement by completing this form, obtaining the signature of a college/major advisor, and returning this form to the Office of the Faculty Athletics Representative (OFAR) located in the Chavez Student Center. You can also fulfill this requirement by officially declaring a major and presenting proof of this to OFAR.

Changes in your degree program or course enrolment may affect your eligibility. If you change your degree program, you must submit a new form that indicates that you are changing your degree program and that you have met the proper degree percentages in the new field of study.

**NAME:** \_\_\_\_\_ **SID#:** \_\_\_\_\_  
Last Name First Name Middle Initial

**SPORT(s):** \_\_\_\_\_ **STATUS:** \_\_\_ New Student \_\_\_ Continuing Student

**INTENDED DEGREE PROGRAM:** \_\_\_\_\_ **Date Degree Expected:** \_\_\_\_\_  
Major College

Have you submitted a Petition to Declare a Major? \_\_\_ Yes \_\_\_ No

I understand that to meet the requirements of the NCAA Satisfactory Progress Rule I must:

- (a) **Enroll each term in a full-time course-load of units.**
- (b) **Complete at least 24 units each academic year that will count toward earning this degree.**
- (c) **Complete a minimum percentage of degree requirements and achieve a minimum GPA during each of my years in school under NCAA regulations for student-athletes.**

I have read and understand the above conditions and certify that the information I have reported is correct. I also understand that completion of this form does not guarantee admission to the degree program.

\_\_\_\_\_  
**Signature of Student-Athlete** **Date**

**“As college/major advisor associated with the degree program in question, I certify that I have spoken with the student-athlete regarding the requirements and remaining prerequisites.”**

Advisor Signature: \_\_\_\_\_

Department/College: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Comments/Requirements: \_\_\_\_\_

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

\*\* Please call **642-8187** if you have any questions. The student-athlete should return this form to:

**OFFICE OF THE FACULTY ATHLETICS REPRESENTATIVE  
170 CHAVEZ STUDENT CENTER (MC #4230)**