



## Arizona Interscholastic Association

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### AIA MEMBERSHIP INFORMATION AND FREQUENTLY ASKED QUESTIONS

#### Who Is Eligible To Become A Member Of The AIA?

Any Arizona high school or bordering state high school is eligible to apply for AIA Associate Membership. Applicants for Full Membership must meet the following requirements:

1. The school is currently accredited by the appropriate accrediting agency for acceptable standards for secondary schools (i.e., Cognia (formerly AdvancED)).
2. A school has submitted to Cognia "Applying School Readiness Information Form" (ASRIF) (and, if a charter school, has also submitted their approved charter contract to the Cognia Office and Cognia has notified the AIA Office of receipt of same.
  - a. Schools approved for AIA membership must complete the ASRIF and begin the Cognia membership process no later than December 31 of the school's first year of AIA membership to retain such membership in the AIA.
3. A school must certify that all principals, directors, coordinators, instructors, and supervisors are regularly certified teachers under contract with the local school board and that none of the above is receiving any salary or remuneration for his/her school job from any outside sources.
  - a. Certification requirements may be obtained from Cognia for schools classified as optional or special function by the Cognia Office. Cognia contact numbers are 866-837-2229 or 888-413-3669.
4. The only exception to regular certification is that provided in Article 3 of the AIA Constitution. A member school shall abide by all rules and regulations of the AIA. A violation of AIA rules and regulations subjects the member school to possible disciplinary action as set forth in AIA Bylaws, Article 16, Section 16.1.

In addition to the above, a bordering school is subject to the following requirements:

1. The school must be recommended for AIA membership by one of the AIA's representative Regions.
2. Membership is by Conference recommendation.

Every two (2) years, membership of a bordering school is subject to review and renewal by Conference recommendation.

## How Is Associate Membership Similar To Or Different Than Full Membership?

Until such time as an Associate member school should wish to apply for Full membership, AIA Associate membership provides the school with the opportunity to fully assess and establish staffing, equipment, and facility needs required in a comprehensive athletic and activities program for boys and girls in a variety of sports at all levels—freshman, junior varsity and varsity. The school is also afforded the time to more accurately project future enrollment that will result in a more appropriate conference placement.

While Associate member schools pay annual AIA dues and fees and abide by all AIA rules and regulations, Associate membership requirements differ from those for Full membership. For example:

1. An Associate member school does not need to be recommended by the appropriate accrediting agency for acceptable standards for secondary schools.
2. An Associate member school is not required to certify that all principals, directors, coordinators, instructors, and supervisors are regularly certified teachers under contract with the local school board and that none of the above is receiving any salary or remuneration for services to his/her school from any outside sources.
3. Associate members may schedule activities with Full and Associate members as well as non-members (Full members may only schedule with other AIA members).
4. Associate members, as well as Full members, cannot be members of any other athletic association.
5. An on-site evaluation of schools applying for Associate membership, while not mandatory, may be conducted. In addition, balloting of AIA member schools for approval of the Associate membership application is not required.
6. Associate members may participate in invitational athletic contests, clinics, festivals or contests sanctioned by AIA during the regular season. However, they MAY NOT PARTICIPATE in regional, interregional, or state athletic championship tournaments or district/state non-athletic tournaments.

Other than the above exceptions, an Associate member school is required to abide by all rules and regulations of the AIA. Therefore, violation of AIA rules and regulations subjects the member school to possible disciplinary action as set forth in the Bylaws, Article 16, and Section 16.1.

## How Does My School Apply For Membership In The AIA?

1. A letter from the school's principal indicating that the school wishes to apply for Full or Associate membership must be submitted to the AIA Executive Board by November 1 of the school year preceding that for which membership is being sought.
2. An official AIA membership application is found on the AIA website. The application must be approved by the school's governing board and submitted to the AIA by the second Monday of January.
3. An on-site evaluation of schools applying for full membership is conducted. An on-site evaluation of schools applying for Associate membership, while not mandatory, may be conducted.

4. Upon recommendation of the On-Site Evaluation Committee, AIA member schools are balloted for approval of the Full membership application. A simple majority vote decides the acceptance or rejection of the application. Associate membership does not require balloting of member schools.
5. The AIA Executive Board, after investigation and establishment of the fact that membership requirements have been satisfactorily met, declares the school eligible for Full or Associate membership.

### How Long Will It Take to Become a Member of the AIA?

Final approval of a new member school normally occurs in the spring of the year during which the school's application was received. Membership becomes official and operative upon payment of dues at the beginning of the following school year. (For example, a school submits a membership application in August, 2023. The evaluation process proceeds and the applying school receives AIA Executive Board approval in the spring of 2024. The school will become an official member upon payment of dues in the early fall of the 2024-25 school year.)

### Why Does My School Have To Apply For Membership A Year in Advance?

The premise behind this regulation is the fact that scheduling athletic activities for the following school year takes place during the preceding year. Should a school not begin the membership process until the spring of the year, it is possible that the school will be unable to obtain a satisfactory schedule for their first year of membership.

### Are Dues/Fees Required For Membership?

Full and Associate member's dues and fees include membership dues, varsity sports participation fees (which includes rule books), officials' regular season varsity mileage reimbursement, and a catastrophic insurance premium. The AIA Executive Board approves and levies annual membership dues and fees and is subject to change on an annual basis.

### What Are The Dues/Fees For Member Schools With Athletic/Activity Programs?

The 2022-23 dues for Full and Associate membership are \$2,182.00, and the participation fees are \$223.00 per varsity sport (boys, girls, or coed sport). Officials' regular season mileage, game fees, and catastrophic insurance premiums also apply. Please refer to the AIA Dues & Fees Structure link for additional information

### What Are The Dues/Fees For Member Schools With Non-Athletic Programs Only?

A school that plans to only participate in speech, debate, drama, chess, and/or JROTC is considered as non-athletic participation. The 2022-23 dues for full and associate membership with non-athletic participation are \$725.00, and there are separate participation fees. Officials' regular season mileage and game fees do not apply; however, the catastrophic insurance premium is applicable for schools participating in speech and/or activities. Please refer to the AIA Dues & Fees Structure link for additional information

## What Should I Do If My School Cannot Pay Its Dues/Fees By The Deadline?

AIA Bylaws, Article 9, Finances, Section 9.1.3 states that member schools that do not pay their dues and fees or make payment arrangements prior to October 1 will be dropped from membership. Dues, fees, mileage, insurance premiums, and any other open invoices, and a \$200.00 reinstatement fee must be paid in order to regain membership. Therefore, if your school finds itself unable to pay its dues/fees by October 1, please call the AIA Finance Department at 602-385-3819.

## To Which Conference Will My School Be Assigned?

- Pre-existing schools joining AIA as full members are assigned to a Conference according to its October 1 enrollment of the school year during which application membership is made. Such schools are eligible to compete when assigned.
- Newly created schools joining AIA as Full members are assigned to a Conference by the AIA Executive Board according to the enrollment projected for October 1 of the school year of the school's second senior class.
- Associate members are not assigned a conference designation.

## When May My School Begin To Schedule Activities With Other Schools?

Upon approval of membership, it is recommended that Full and Associate member schools participate in the scheduling process and becoming involved in activities with the appropriate conference as soon as possible.

- A Full member school may schedule with Full and/or Associate members. Non-member schools may not be scheduled.
- An Associate member school may schedule Full member, Associate member, or non-member schools. While Associate members routinely schedule with 1A schools, they may schedule with any AIA member school regardless of conference.

## How Does The Scheduling Process Work?

Schedules for Full member schools are assigned on a two-year block basis.

- Should a school become a Full member at the beginning of a two-year block, the school's conference chairperson will ensure that games are scheduled for that school.
- Should a school become a Full member in the middle of a two-year block, it is the school's responsibility to contact the conference chairperson to arrange for games to be scheduled.
- Associate members are responsible for scheduling games for their school.

## What Responsibilities Will My School Have Regarding Officials?

After the school has posted its athletic activities master schedule to the AIA website, the AIA Officials department assigns game officials for the school's freshman, junior varsity and/or varsity games.

Please refer to AIA Bylaws, Article 18, Officials, Section 18.3. Fees/Schools-Official's Responsibility and Section 18.7. Officials/Schools – Contract and Responsibility for information regarding officials. The article states, in part:

- During the regular season, freshman, junior varsity or varsity officials are paid the appropriate game fee at the contest site prior to commencement of the contest (18.3.1).
- Schools are responsible for notifying an assigned official(s) if a contest is canceled. Notice must be given to officials immediately if a contest is to be canceled as a result of inclement weather. If an official is not notified in ample time, the school is obligated to pay the scheduled fee and mileage (18.7.2).
- Schools shall have the moral responsibility to protect officials and their property. Schools are obligated to provide dressing facilities with privacy and provide for the safety of the official's property. School personnel may not invade the privacy of an official's dressing room (18.7.3).

### What Publications Are Available?

1. AIA Constitution and Bylaws – available on AIA's website.
2. National Federation Rules Books – Each year, member schools will receive two National Federation of High Schools (NFHS) (or other respective association; i.e. USGA, USTA). Additional rule books, as well as case books, officials' manuals and score books are available for purchase by member schools via NFHS.org/publications. No additional books are available for purchase from the AIA.
3. The History, Rationale and Application of the Essential Eligibility Rules of the Arizona Interscholastic Association – A synopsis of student eligibility rules for Arizona high school sports participation. This document is available on AIA's website under Constitution and Bylaws as listed in the tab entitled About AIA.

### What Information/Content Is Available on AIA's Websites?

<http://aiaonline.org>

<http://www.azpreps365.com>

Visit AIA's website to access information concerning the AIA:

[AIAonline.org](http://aiaonline.org)

- The AIA Constitution and Bylaws
- AIA forms
- AIA Policies & Procedures Manual
- AIA Executive Board minutes
- AIA Legislative Council minutes
- AIA tournament guides

- Sanctioned events calendar, informational calendar, building use calendar
- Member school directory
- Coaching positions
- Available games
- Press releases
- Officiating information
- Materials and information about AIA programs including:
  - AIA Academy
  - Scholar-Athlete/Activities
  - Excellence Awards
- AIA staff, direct dial telephone numbers and e-mail addresses

#### AZPreps365.com

- Scoreboard
- List of sports and activities with:
  - Brackets
  - Photos
  - Tickets
  - Tournament info
  - Programs
- Stories / Articles
- Rankings (by sport)
- AZ preps 365
  - Access to live streams
- List of member schools
  - Divisions by sport
  - Sections by sport
- Archives
  - Ex-state champions
  - All state teams
- Around the state twitter feed
- Schools twitter feed
- School pages
- Videos
  - Live
  - On demand
- Link to AZPreps365 social media
  - Twitter
  - Facebook
  - YouTube
  - Instagram