

	<h2 style="text-align: center;"><u>CIF/CENTRAL COAST SECTION</u></h2>
	<p style="text-align: center;">6830 Via Del Oro, Suite 103 San Jose CA 95119 408-224-2994 408-224-0476 (fax) www.cifccs.org</p>

## CCS MEMBERSHIP APPLICATION PACKET

Please submit this completed application along with the following to the CCS Office at the address below.

- A letter of application as outlined in the CCS Membership Policy (attached)
- A Resolution from the governing authority as outlined in the CCS membership Policy (attached)
- A Pursuing Victory with Honor Adoption Form (attached)
- A copy of the required letter from any league you wish to join
- A copy of your school's mission statement and code of conduct
- A check made out to CCS for the amount of the Application Fee and Administrative Service Fee (attached).

FULL NAME OF SCHOOL: \_\_\_\_\_

ADDRESS OF SCHOOL: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

WEB ADDRESS: www.\_\_\_\_\_

NAME OF CHIEF ADMINISTRATIVE OFFICER \_\_\_\_\_

TITLE OF CHIEF ADMINISTRATIVE OFFICER \_\_\_\_\_

E-MAIL OF CHIEF ADMINISTRATIVE OFFICER: \_\_\_\_\_

NAME OF ATHLETIC ADMINISTRATOR IN CHARGE OF ATHLETICS \_\_\_\_\_

TITLE OF ATHLETIC ADMINISTRATOR IN CHARGE OF ATHLETICS \_\_\_\_\_

E-MAIL OF ATHLETIC ADMINISTRATOR IN CHARGE OF ATHLETICS \_\_\_\_\_

CURRENT ENROLLMENT: \_\_\_\_\_

THREE YEAR PROJECTED ENROLLMENT: 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

1. Is your school registered with the California State Department of Education?  
YES  NO

2. What year was your school first registered with the California State Department of Education? \_\_\_\_\_

3. We are applying for membership as a(n):

a) ASSOCIATE MEMBER

b) FULL MEMBER IN THE \_\_\_\_\_ LEAGUE.

1) We have contacted this league and have attached a letter from the league stating their position on our membership:  YES  NO

4. We are applying for membership commencing in the \_\_\_\_\_ of the \_\_\_\_\_ school year. (fall, winter, spring) (year)

5. What sports teams are you currently fielding?

NONE  (skip to #6) OR LISTED BELOW

<u>Sport</u>	<u>Male</u>	<u>Female</u>	<u>Levels</u> <u>(Freshman/Fr-Soph/JV/Varsity)</u>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

Attach separate sheet if necessary

6. What sports teams are you planning on fielding upon joining the CCS?

SAME AS ABOVE  (skip to #7) OR LISTED BELOW

<u>Sport</u>	<u>Male</u>	<u>Female</u>	<u>Levels</u> (Freshman/ Frosh-Soph/ JV/ Varsity) (please include school year to plan to offer this sport-eg tennis 2011-2012)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

Attach separate sheet if necessary

7. If you are a coed school and your balance of male and female sport offerings are not equal, please explain why in an attached statement.

**STATEMENT OF INTENT:**

By my signature below and the attached Letter of Application and Board Resolution, I attest:

1. that I have reviewed the rules and regulations and policies of the CCS and CIF and the league (if applicable); and
2. that our school intends to follow all CIF, CCS, and league (if applicable) rules and regulations and
3. that our school will administer our athletic programs within the bounds of the Membership, Mission statement and Sportsmanship policies of the CIF and CCS and the league (if applicable)
4. that I have read this membership policy and understand and accept the terms therein..

\_\_\_\_\_  
Signature of Chief Administrative Officer

\_\_\_\_\_  
Date

PLEASE RETURN COMPLETED APPLICATION AND OTHER REQUIRED  
APPLICATION MATERIALS TO CCS, Attention Steve Filios, CCS Assistant Commissioner  
**6830 Via Del Oro, Suite 103, San Jose CA 95119 FAX 408-224-0476 (sfilios@cifccs.org)**

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## CIF/CENTRAL COAST SECTION

6830 Via Del Oro, Suite 103  
 San Jose CA 95119  
 408-224-2994 408-224-0476 (FAX)  
 www.cifccs.org

### CCS MEMBERSHIP LETTER OF APPLICATION & BOARD RESOLUTION **SAMPLE FORMAT**

Please submit to the CCS Office at the address above:

- the CCS Membership Application
- a letter of application (sample below)
- a governing board resolution (sample below)

#### LETTER OF APPLICATION

(as outlined in the CCS Membership Policy)

1. The letter of application should be written and signed by either the Chief Administrative Officer or the Board President.
2. The letter should include:
  - a. A request to join the CCS, CIF and , if applicable, an existing league within the CCS.
  - b. The reason for requesting membership should be stated.
  - c. A statement indicating that, if membership is granted, your school intends to abide by all the rules and regulations of the CIF, CCS and, if applicable, the league.
  - d. A statement indicating that, if membership is granted, your school agrees to operate your athletic program within the bounds of the CIF and CCS and league (if applicable) mission statements and sportsmanship policies.
  - e. A statement indicating that, if membership is granted, your school has read and will insure compliance with the CIF Constitutional requirements for member schools (CIF Constitution Article 2).

**Submit to CCS  
with all  
application forms**

#### CCS MEMBERSHIP BOARD RESOLUTION SAMPLE FORMAT

The governing authority of the applicant school shall submit an approved resolution signed by the President of such body stating the following:

1. The intent to join CCS, CIF and, if applicable an existing league within the CCS.
2. The intent to operate your athletic program within the bounds of the CIF and CCS and league (if applicable) mission statements and sportsmanship policies
3. The intent to abide by all the rules and regulations of the CIF, CCS and, if applicable, the league.
4. Verification that you are aware of the specifics of the CIF Constitutional requirements for member schools and intend to comply fully with those. (CIF Constitution, Article 2)

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**JOIN THE PURSUING VICTORY WITH HONOR TEAM**  
**Together We Can Make a Difference in High School Athletics**  
[CLICK HERE TO READ, PRINT AND REVIEW THE ENTIRE PVH PROGRAM.](#)

It is the leadership of high school administrators, athletic directors and coaches, that will make the 16 principles a reality and more than just a “document” on sportsmanship and character. Many school/districts have already implemented positive change in sportsmanship and are to be commended for their efforts and leadership in this area. Together, the CIF, it’s sections and its member schools can make an even bigger impact and can change the very nature of high school athletics. Please fill out the form below to indicate adoption of the principles of Pursuing Victory With Honor.

<b>High School</b> _____	<b>CIF CENTRAL COAST SECTION</b>
<b>Address:</b> _____	<b>City:</b> _____
<b>Phone:</b> _____	<b>Zip:</b> _____
	<b>FAX:</b> _____
<b>Principal:</b> _____	<b>e-mail:</b> _____
<b>Athletic Director:</b> _____	<b>e-mail:</b> _____

As part of our school’s comprehensive sportsmanship program, we hereby adopt and will teach, promote and conduct our athletic program within the 16 principles of Pursuing Victory With Honor.

Principal’s Signature	Date
Athletic Directors Signature	Date

Please photocopy this form and send/fax or e-mail it to:

**State CIF Office**, 4658 Duckhorn Drive, Sacramento CA 95834  
 (FAX- 916-239-4478) ([rblake@cifccs.org](mailto:rblake@cifccs.org))  
**AND**  
**CCS Office** (ATTENTION Steve Filios)  
 6830 Via Del Oro, Suite 103, San Jose, CA 95119  
 (FAX 408-224-0476) ([sfilios@cifccs.org](mailto:sfilios@cifccs.org))

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application forms**

**6. Payment of Fees** The applicant school shall pay the following fees at the time of application to the Board of Managers.

- (a) Application Fee (non-refundable) \$100 AND
- (b) Administrative Service Fee (refundable):  
Associate Member: \$800                      Regular Member: \$600  
Administrative Service Fees shall be refunded to applicant school should the Board of Managers decline to accept the application for membership

**Submit check made out to CCS with all  
application forms**

**Submit to CCS**