

# DISTRICT CROSS COUNTRY REMINDERS

## Cincinnati Division – Voice of America/West Chester

- **State eligibility sheets are due by Friday, October 14<sup>th</sup>**  
E-Mail eligibility sheets to [RICHARD.BRYANT@LAKOTAONLINE.COM](mailto:RICHARD.BRYANT@LAKOTAONLINE.COM) or FAX to 513-759-8309. (Email is preferred). Only runners appearing on the Official Eligibility Certificate may compete in the District meet.
- **On-line entries are due by 5:00 p.m. Monday, October 17<sup>th</sup>**  
**See Pupil Activity/Coaching Permit Requirements below.** Your on-line entry takes the place of the previously used state entry form. Race day substitutions are permitted as long as the athletes are listed on your State eligibility form.

### **Pupil Activity/Coaching Permit Requirements**

Coaches are required to submit their Pupil Activity/Coaching Permit license number before they can enter the District Tournament. They will be directed to a **Pupil Activity/Coaching Permit** Licensing Page. Be sure to list the State I.D. Number/License Number and NOT the PAP Permit Number (listed as Form No. on the Pupil Activity Supervisor Permit).

As an additional point of information, the License Number that appears on the Pupil Activity Supervisor Permit is the same as the State I.D. Number which appears on the Ohio Department of Education website when viewing a coach's credentials. Also, this number usually begins with two letters. If you need assistance finding the State I.D. Number/License Number, access the Ohio Department of Education's public interface for professional licenses by going to [www.education.ohio.gov](http://www.education.ohio.gov), then clicking on the "Educator Profile" link under the "Educators" section (below the image of the Graduation cap).

If they do not have (or don't know) their number, they can enter **NONE**, or **In Process**, or anything they want. After entering something, they will be able to access the district tournament entry page.

- **Team Pass List:** Present completed Pass List **at the gate** on Oct. 22<sup>nd</sup>
- Pick up "**Race Day Packet**" upon arrival at Voice of America on Oct. 22<sup>nd</sup>