

Recruiting Guidelines For Collegiate Athletics

NCAA - NATIONAL COLLEGIATE ATHLETIC ASSOCIATION RECRUITING GUIDELINES AND RULES

How many NCAA Divisions are there?

There are three (3) Divisions in the NCAA. Division I and II colleges offer athletic scholarships, division III colleges cannot offer scholarships based on athletic ability but can and do offer other forms of financial aid.

What is the NCAA Clearinghouse/ Eligibility Center?

To participate in NCAA Division 1 and 2 athletics as a freshman you must meet [minimum academic requirements](#) and [register with the NCAA Clearinghouse/ Eligibility Center](#).

What is the NCAA Letter of Intent?

This is a document that sets out your agreement or "intent" to attend the college for which you have signed for 1 academic year in exchange for college financial aid, including an athletic scholarship. The [NCAA letter of intent or NLI](#) is for Division 1 and 2 athletes.

Your first step towards an athletic scholarship is registering with the NCAA clearinghouse/eligibility center

The NCAA Clearinghouse is now called the NCAA Eligibility Center

NCAA Eligibility Center

If you want to participate in Division I or II athletics as a freshman, you must first register and be certified by the NCAA Initial-Eligibility Clearinghouse. Refer to the NCAA Academic Eligibility section to determine the initial-eligibility standards that apply to you. If you don't register you will not be eligible to play or practice during your freshman year.

Athletes who want to compete at college level will register at www.eligibilitycenter.org.

Ask the college counselor/NCAA liaison to send an official transcript to the eligibility center after completing junior year.

Registration is a one-time fee of \$60 .

Athletes basically have 5 "College years" to complete 4 years of athletic eligibility. Students who do not meet the minimum academic requirements or fail to register with the NCAA Clearinghouse will almost certainly lose one of those years.

Initial Eligibility Requirements The NCAA Clearinghouse will verify your eligibility.

Students must graduate from High School and have a grade point average {GPA} of 2.00 in a core curriculum of 16 academic subjects for Division I and 14 for division II.

Beginning Aug.1, 2013 Div. II will require 16 core courses.

It is recommended that student athletes should register with the NCAA clearinghouse/eligibility center at the start of their junior year in high school, There is no actual registration deadline, but you must be cleared by the eligibility center before you can receive a scholarship or compete in your sport.

You must meet certain academic requirements before you can become eligible to receive an athletic scholarship.

Good [grades](#) are vitally important to you the athlete. The coach needs to know that you will perform well academically at college. If teams don't meet certain strict guidelines each year then the [NCAA will reduce the number of scholarships that school can offer](#). If your academic standing is high enough before you start college then the school can apply for you to receive an exempted academic scholarship as well as a partial athletic scholarship.

SAT/ACT

When you register to take the ACT and/or the SAT make sure to add Eligibility Center code (9999) as a score recipient.

Recruiting at Tournaments

If you're at a tournament and the coach does not talk to you don't take it personally. The National Collegiate Athletic Association has specific recruiting rules that put limits on communication at tournaments.

A college coach can sit down with a guardian or parent at a competition site. This is counted as one of the three in-person off-campus recruiting contacts a coach is permitted.

College coaches cannot have any personal contact with student-athletes during tournaments. As stated above a simple hello is fine but anything more is not allowed anything more is considered a contact.

NCAA Recruiting Guidelines

Freshman and Sophomore year/Grade 9 & 10

These rules also apply until September 1 of your Junior year/Grade 11

Coaches are allowed to:

Send you athletic or sports camp brochures, NCAA Educational Information and Questionnaires.

A coach can also accept phone calls from you as long as they are at your expense but remember that if you leave a message on an answering service the coach is NOT ALLOWED TO CALL YOU BACK.

Coaches are not allowed to:

To call you on the phone.

A coach cannot send you any written recruiting information.

NCAA Recruiting Guidelines, Unofficial Visits:

You can make unofficial visits to a college campus.

It is also permissible for you to receive a maximum of three complimentary tickets to a college sporting event.

You can talk with college coaches but this must be on campus.

Steps to Achieving Eligibility

Freshmen and Sophomores

- Start planning now!
- Work hard to get the best grades possible.
- Take classes that match your school's list of approved core courses.
- You can receive your school's list of approved core courses at www.eligibilitycenter.org.

A survey by the National Collegiate Scouting Association (NCSA) of more than one thousand college coaches found that 84 % of all coaches identify prospects during or before the **end of the athlete's sophomore year**.

Junior year/Grade 11

from September 1

College coaches are allowed to send you information about their athletic program and about their school. This can include: media guides, schedule cards, personalized letters, photocopies of newspaper clippings and official university admissions and academic

publications.

The college coach is now allowed to answer your emails and send emails to you as well.

Basketball – College coaches may call you once per month in April, May & June 1st -20th ; once

between June 21st – 30th

from July 1

A college coach is only permitted to contact you in person off the college campus only on or after July 1st when you have completed your junior year of high school. If the coach meets with you or your parents and says anything to you or them then this is considered a contact. Anything more than a very basic hello is a contact

College coaches are permitted to make one telephone call each week to you or your parents. You can call the coach as often as you wish.

Basketball – Coaches may call three times in July after jr. year.

Steps to Achieving Eligibility

Juniors/Grade 11

- At the beginning of your junior year, register at www.eligibilitycenter.org.
- Register to take the ACT, SAT or both and use the Eligibility Center code (9999) as a score recipient.
- Double check to make sure the courses you have taken match your school's list of approved core courses.
- Ask your guidance counselor to send an official transcript to the Eligibility Center after completing your junior year. If you have attended more than one high school, the Eligibility Center will need official transcripts from all high schools attended. (The Eligibility Center does NOT accept faxed transcripts or test scores.)
- Before registration for classes for your senior year, check with your guidance counselor to determine the amount of core courses that you need to complete your senior year

Most major division 1 prospects will receive offers by the **end of their junior year**. An invitation for an official visit is a strong precursor to a scholarship offer.

Senior Year/Grade 12

Limited to one official visit at 5 different schools.

You can make up to five official - expense paid visits to college campuses. The visit to the campus cannot be longer than forty eight hours in duration. You are not allowed to have an official visit until after your first day of classes of your senior year.

College coaches need to have an official ACT or SAT score and a copy of your official high school transcript before you can make a visit.

Coaches can make telephone calls and send written correspondence as per the rules for your junior year. Once per week beginning July 1st.

Coaches may contact you or your parents/legal guardians not more than 3 times during your senior year.

Basketball – Coaches can make telephone calls and send written correspondence as per the rules for your junior year. Once per week beginning August 1st. Coaches are allowed to have off campus contact beginning Sept. 16.

Steps to Achieving Eligibility

Seniors

- Take the SAT and/or ACT again, if necessary. The Eligibility Center will use the best scores from each section of the ACT or SAT to determine your best cumulative score.
- Continue to take college-prep courses.
- Check the courses you have taken to match your school's list of approved core courses.
- Review your amateurism responses and request final amateurism certification on or after April 1 (for fall enrollees) or October 1 (for spring enrollees).
- Continue to work hard to get the best grades possible.
- Graduate on time (in eight academic semesters). If you fall behind, use summer school sessions before graduation to catch up.
- After graduation, ask your guidance counselor to send your final transcript to the Eligibility Center with proof of graduation.

One rule of thumb in recruiting is that if an athlete is not offered an official visit. That athlete will not likely be offered a scholarship.

Division II

2009 - July 31, 2013

If you enroll in a Division II college and want to participate in athletics or receive an athletic scholarship during your first year, you must:

- Graduate from high school;
- Complete these 14 core courses:
 - 3 years of English
 - 2 years of math (Algebra 1 or higher)
 - 2 years of natural or physical science (including one year of lab science if offered by your high school)
 - 2 additional years of English, math, or natural or physical science
 - 2 years of social science
 - 3 years of extra core courses (from any category above, or foreign language, non-doctrine religion or philosophy);
- Earn a 2.000 grade-point average or better in your core courses; and

- Earn a combined SAT score of 820 or an ACT sum score of 68.

August 1, 2013, and after

If you enroll in a Division II college on or after August 1, 2013, and want to participate in athletics or receive an athletic scholarship during your first year, you must:

- Graduate from high school;
- Complete these 16 core courses:
 - 3 years of English
 - 2 years of math (Algebra 1 or higher)
 - 2 years of natural or physical science (including one year of lab science if offered by your high school)
 - 3 additional years of English, math, or natural or physical science
 - 2 years of social science
 - 4 years of additional core courses (from any category above, or foreign language, nondoctrinal religion or philosophy);
- Earn a 2.000 grade-point average or better in your core courses; and
- Earn a combined SAT score of 820 or an ACT sum score of 68.

Division II Qualifier

Being a qualifier entitles you to:

- Practice or compete for your college or university during your first year of college;
- Receive an athletic scholarship during your first year of college; and
- Play four seasons in your sport if you maintain your eligibility from year to year.

Division II Partial Qualifier

You will be considered a partial qualifier if you do not meet all of the academic requirements listed above, but you have graduated from high school **and** meet one of the following:

- The combined SAT score of 820 or ACT sum score of 68; or
- Completion of the 14 core courses with a 2.000 core-course grade-point average.

As a partial qualifier, you:

- Can practice with your team at its home facility during your first year of college;
- Can receive an athletic scholarship during your first year of college;
- Cannot compete during your first year of college; and
- Can play four seasons in your sport if you maintain your eligibility from year to year.

Division III does not use the Eligibility Center.

Contact your Division III college or university regarding its policies on admission, financial aid, practice and competition

Recruiting Regulations/Terms

College coaches must follow the rules outlined in this section. You are expected to follow these rules as well.

Recruiting Terms

Contact. A contact occurs any time a coach has any face-to-face contact with you or your parents off the college's campus and says more than hello. A contact also occurs if a coach has any contact with you or your parents at your high school or any location where you are competing or practicing.

Contact period. During this time, a college coach may have inperson contact with you and/or your parents on or off the college's campus. The coach may also watch you play or visit your high school. You and your parents may visit a college campus and the coach may write and telephone you during this period.

Dead period. A college coach may not have any in-person contact with you or your parents on or off campus at any time during a dead period. The coach may write and telephone you or your parents during this time.

Evaluation. An evaluation is an activity by a coach to evaluate your academic or athletics ability. This would include visiting your high school or watching you practice or compete.

Evaluation period. During this time, a college coach may watch you play or visit your high school, but cannot have any in-person conversations with you or your parents off the college's campus. You and your parents can visit a college campus during this period. A coach may write and telephone you or your parents during this time.

Official visit. Any visit to a college campus by you and your parents paid for by the college. The college may pay all or some of the following expenses:

- Your transportation to and from the college;
- Room and meals (three per day) while you are visiting the college; and
- Reasonable entertainment expenses, including three complimentary admissions to a home athletics contest.

Before a college may invite you on an official visit, you will have to provide the college with a copy of your high school transcript (Division I only) and SAT, ACT or PLAN score and register with the Eligibility Center.

Prospective student-athlete. You become a “prospective student-athlete” when:

- You start ninth-grade classes; or
- Before your ninth-grade year, a college gives you, your relatives or your friends any financial aid or other benefits that the college does not provide to students generally.

Quiet period. During this time, a college coach may not have any in-person contact with you or your parents off the college's campus. The coach may not watch you play or visit your high school during this period. You and your parents may visit a college campus during this time. A coach may write or telephone you or your parents during this time.

Unofficial visit. Any visit by you and your parents to a college campus paid for by you or your parents. The only expense you may receive from the college is three complimentary

admissions to a home athletics contest. You may make as many unofficial visits as you like and may take those visits at any time. The only time you cannot talk with a coach during an unofficial visit is during a dead period.

Verbal commitment. This phrase is used to describe a collegebound student-athlete's commitment to a school before he or she signs (or is able to sign) a National Letter of Intent. A collegebound student-athlete can announce a verbal commitment at any time. While verbal commitments have become very popular for both college-bound student-athletes and coaches, this "commitment" is NOT binding on either the college-bound student-athlete or the institution. Only the signing of the National Letter of Intent accompanied by a financial aid agreement is binding on both parties.

Recruiting Calendars

To see recruiting calendars for all sports, go to NCAA.org.

National Letter of Intent

The National Letter of Intent (NLI) is a voluntary program administered by the Eligibility Center. By signing an NLI, your son or daughter agrees to attend the institution for one academic year. In exchange, that institution must provide athletics financial aid for one academic year. Restrictions are contained in the NLI itself. Read them carefully. These restrictions may affect your eligibility. If you have questions about the National Letter of Intent, visit the Web site at www.national-letter.org or call 877/262-1492.

Scholarship Opportunities for Women's Sports

Max. # Per School	Division 1	Division 2
Basketball	13	10
Cross Country	18	12.6
Field Hockey	12	6.3
Golf	6	5.4
Ice hockey	18	18
Lacrosse	12	9.9
Soccer	14	3.9
Softball	12	7.2
Swimming	14	8.1
Tennis	8	6
Track & Field	18	12.6
Volleyball	12	8

List of NCAA Sponsored Sports for Women

Fall Sports

Cross Country
Field Hockey
Soccer
Volleyball

Winter Sports

Basketball
Bowling
Fencing
Gymnastics
Ice Hockey
Ice Hockey
Rifle
Skiing
Swimming and Diving
Indoor Track and Field

Spring Sports

Golf
Lacrosse
Rowing
Softball
Tennis
Outdoor Track and Field
Water Polo

Emerging Sports

Equestrian
Rugby
Squash

Tips

Think About What You Want To Study –

You're being recruited for sports, but you're attending school - and you'll carry the degree for life. Look for schools that have departments you might want to major in, with academic resources that are as solid as the school's sports credentials.

Consider Your Family and Friends –

For a lot of athletes, the support of family and friends at big games and during tough seasons is a key element of sports success. If you want your parents and siblings to be able to attend your games, staying close to home might be important.

Think Big -

For others, a college scholarship is a chance to try something – or someplace – you might never otherwise have considered. Always wanted to go somewhere new? Explore the possibilities on the other side of the country? Maybe this is your chance, so make sure you seize it.

[LETTER OF INTRODUCTION]

Address your letter properly.

Mailing addresses can be found on the team's website. If they're not available there, send the letter to the school's athletic department—just be sure to address it to the coach.

January 11, 2010

Coach Susie Andrews
Women's Soccer Head Coach
Gold University
555 Maple Road
Maplewood, Pennsylvania 55555

Show respect!

Always address letters in a formal manner; don't use the coach's first name.

Dear Coach Andrews,

Always include two key facts right away:

Your current class and your position.

I am very excited to write to you. I have been following the success of your women's soccer team at Gold University since I began high school. Congratulations on your recent big overtime win over Syracuse last week.

I am currently a senior at Excelsior Prep in New York and, over the past 10 years of playing, have become very passionate about the game. I would love to contribute to the success of your top-notch soccer program at Gold. Though I primarily play sweeper, I am a strong all-around contributor and am willing to play wherever the team would need me on the field. Below are my specific strengths and reasons why I'm confident I can have a positive impact on Gold's soccer program:

- Named 2009 Most Valuable Player in the regional conference
- Able to score from anywhere on the field—left foot shot is as equally dangerous as the right
- Injury-free for the past 7 years
- Quick speed: Run a 50-yard dash in 5.9 seconds
- Demonstrate constant leadership on the field
- Able to organize my teammates and stay composed in pressure situations

I constantly look to push myself as a student-athlete, in the classroom and on the field. I am very serious about my academics (3.4 GPA) and always bring a great work ethic to the classroom, in addition to the soccer field.

I invite you to come see me compete at an upcoming tournament in Richmond, Virginia, on March 16, 2010, when I will be playing with my travel team, PC Premiere. I look forward to hearing from you and will reach out to you in the coming weeks to follow up. I attached my résumé so you can have a better understanding of my academic efforts, soccer accomplishments and upcoming competitions.

Thank you so much for your time and consideration, Coach Andrews. I will be in touch again soon and look forward to learning more about your program!

Very best,

Abby-Gail Douett

Abby-Gail Douett

Tell them you follow their program.

Do you keep tabs on the team's progress? Great work—now tell them about it! It shows your level of interest and adds a personal touch to your letter.

Academics count!

To college coaches, caring about academics as much as athletics is a huge plus. Communicate how much effort you put toward your grades.

Coaches enjoy seeing you in ACTION

If you include a photo, choose a shot that illustrates your athleticism. Try to avoid using posed pictures.

What strengths can you bring to their program?

College coaches prefer letters that are easy to read and get right to the point. Use bullets to highlight what makes you unique.

End your letter by inviting the coach to come see you play.

Mention an upcoming tournament or a big game where the coach can see you in action. And be proactive about following up.

Don't say you'll wait for a response, say that you'll reach out to them again very soon. Just make sure you actually follow through!

Athlete's letter of interest

Your letter can be very simple. A coach needs to know your academic ability and athletic level. Your letter should include this information if you want to receive a realistic response from a coach.

Send the letters during your sophomore or junior year. Get on coaches' recruiting lists early. You can send the same letter to the coaches at all the colleges that seem like a good fit for you academically and athletically. Be sure, of course, to make the appropriate changes in each letter to reflect the correct college and coach name.

Suggested items to include:

1. your test scores (PSAT/NMSQT®, ACT, SAT®, SAT Subject Tests™ and AP®)
2. your GPA and class rank
3. athletic abilities (events, times, positions, stats, etc.)
4. your goals and aspirations (be realistic)
5. current team, coach's name and telephone number
6. birth date, height, weight (optional—depends on the sport)
7. interest in scholarship (if this is a priority for you)
8. whether a videotape is available

Appropriate things to request:

1. application form
2. college catalog
3. media guide or team brochure

Additional things to mention:

1. if a parent or relative is an alumnus/alumna
2. if you are new to the sport
3. other sports you currently compete in and the level you're at

Attachments:

résumé
recommendation letters (optional)
competition schedule

Athletic resume

The résumé should have all pertinent data, including your grade point average, SAT* or ACT scores, the sport you play, awards and honors received, personal statistics, and references (such as your high school coach, who will either call or e-mail the college coach to offer a recommendation). Where appropriate, include your time for sprints and longer distances. A field hockey coach, for example, may be impressed to know that you can handle a stick, but the coach may be even more impressed to learn how well you move—and how long you can continue moving.

The idea behind the résumé is to give coaches a quick idea of who you are, what you've done, and what your potential may be. If you play a sport such as tennis, by all means include your ranking. A college coach who is unfamiliar with the caliber of your competition probably won't be impressed to know that in your junior year you won most of your matches. The same coach will be impressed, however, to know that you were highly ranked and made it to the county or the state finals.

Statistics to include in a résumé, listed by sport

Baseball and Softball

Batting average
Fielding average
Earned run average, or ERA
(pitchers)
Win-loss record (pitchers)
Runs batted in (RBI)
Stolen bases

Basketball

Assists (per game)
Rebounds
Free-throw percentage
Field-goal percentage (2 point and 3 point)

Cross-Country, Track and Field

Distance in field events: Shot put, discus, long jump, triple jump
Height in field events: high jump and pole vault
Time and distance
Conference, invitational, or state places

Field Hockey

Goals
Assists
Blocked shots

Football

Tackles (defensive player)
Assists (defensive player)
Sacks (defensive player)
Interceptions (defensive/back/linebacker)
Fumbles recovered
Yards rushing (running back)
Receptions—yards, average, touchdowns
Attempts, completions, total yards passing/rushing (quarterback)
Punts—attempts, longest, average
Kickoff returns—attempts, longest, average
Points scored—touchdowns, extra points
Field goals—attempts, longest, average, total points scored

Golf

Scores
Assists
Handicap
Blocked shots

Gymnastics

Events and scores
Conference, invitational, or state places

Soccer

Goals
Assists and blocked shots

Swimming

Event and times
Dives, difficulty, scores
Major conference, invitational, or state places

Tennis

Record and ranking
Major conference, invitational, or state ranking

Volleyball

Blocks
Assists
Kills
Aces

Wrestling

Individual record and at what weight
Season takedowns
Season reversals
Season escapes
Season 2-point and 3-point near fall points
Falls
Conference, invitational, or state places

Athletic resume

Sample Résumé

Student's name

1701 Independence Parkway
Plano, TX 75075
972 555-5555
seriousathlete@aol.com

Current School:

Plano Senior High School
2200 Independence Parkway
Plano, TX 75075
469 752-9300

Expected graduation: May 2007

SAT® Scores: 510 (critical reading) 630 (math) 540 (writing)
GPA 3.8 (4.0 scale)
Class Rank: 101/1170
Expected field of study: Engineering

Personal statistics

Date of Birth: November 12, 1989
Height: 5'9"
Weight: 164 lbs.
40-yard time: 4.95 secs.
100-yard time: 10.9 secs.
Mile time: 5.12 mins.

Athletic History:

- Soccer, freshman: left wing, junior varsity; 11 goals, 21 assists. Team finished second in league, 12-4.
- Soccer, sophomore: right wing, varsity; 9 goals, 24 assists. Team finished first in league; named Honorable Mention All-County.
- Soccer, junior: right wing, varsity; 23 goals, 19 assists. Team reached state quarter finals; named to third team All-State. Elected team captain for senior year.
- Track, sophomore year: quarter mile, best time, 52.8

References:

M. Weir
Varsity Soccer Coach
Plano Senior High School

P. Goldwater
Director
All-American Soccer Camp

[ATHLETIC RÉSUMÉ]

Want an eye-catching résumé?

Add some creativity! Don't go overboard, but images, colors and fonts can add a little extra personality to your résumé.



555.666
@gmail

Call attention to yourself!

You've endured countless hours of practice, the exhaustion of conditioning, the tournaments, the studying. Don't get shy now—put your name up top in bold and showcase all that hard work!

Abby-Gail Douett

123 Cherry Lane
New York, N.Y. 11111

Introduction

After competing on several girls' soccer teams over the past 10 years, I have developed a high level of skill and relentless passion for the game of soccer. My goal is to help contribute to the success of an excellent collegiate soccer program, while meeting the institution's academic demands.

Academic Background

Expected Graduation Date: June 2010

Current High School: Excelsior Preparatory High School
555 Columbus Road, New York, N.Y. 11111

GPA: 3.4

Class Rank: 93 out of 250

Academic Awards: National Honor Society as a sophomore and junior, perfect attendance junior year, Effort Award in Music Physical Education, Who's Who Among America's High School Students

Contact info:

Be sure to include your contact information so the coaches can reach out to you directly during junior year of high school.

Here's your pitch.

Write a 2- to 3-sentence snapshot of your background and your goals—both athletic and academic.

Soccer Accomplishments

Excelsior Prep (2008-present)

Head Coach: Joe Smith – cell: 555.123.5432

- 2009 New York All-Regional Selection
- 2009 Conference Leading Scorer
- 2009, 2008 First Team All-Star in the Conference
- 2009, 2008 Varsity Letter Winner, Starting Forward since Freshman Year
- Coach's Award, Freshman and Sophomore Year
- Most Valuable Player, Sophomore and Junior Year

PC Premiere Travel Club (2005-present)

Head Coach: Cheryl Thomas – cell: 555.323.4567

- 2008 Winter Soccer Classic Champion, U17
- 2008 Riverstreet Tour Classic, U17 – 3rd Place
- 2007 Pennsylvania Round Robin Tournament, U16 – Runner-up
- 2007 New York Island Cup Champion, U15 – Semi-Finalist
- 2006 Long Island 3 v 3 Tournament, U14
- 2006 Sportsmanship Award

Always include references.

Provide your coach's contact information (get permission first!). A college coach may want to speak with your head coach about your playing style, team attitude and leadership abilities.

Upcoming Competitions

1. March 16, 2010, Richmond, Va. – Jefferson Cup, U18 Division
 - URL of tournament website
2. June 10, 2010, Baltimore, Md. – March Madness Classic, U18 Division
 - URL of tournament website
3. Weekend Games running April through August 2010, N.Y. – PC Premiere Travel Games
 - URL of Standings on league website

Show time!

You worked your heart out to get that championship or runner-up medal—be sure to include those specific achievements.

Give them a heads up!

A coach may be interested in watching you in an upcoming tournament or game—give them the heads up! Make sure the tournament is not too soon so the coach has time to make travel plans. A few days before the tournament, e-mail the college coach and remind him or her that you will be playing in this upcoming match.

Thank you note to the coach

Coach's Name
College/University
Address
City, State Zip

Date

Dear (Coach's Name):

I want to take just a minute of your time to thank you for the recent visit to your campus. I enjoyed having the opportunity to meet the coaches and several of your players, to walk the campus, and to accept your hospitality. The trip was everything I expected it to be—and more. I'm not surprised that your school and athletic program enjoy such widely recognized reputations.

My parents asked me to thank you, too. They say they enjoyed a weekend of peace and quiet, and they appreciate your generosity!

Thanks again for the time you spent with me. I will be getting back to you soon regarding my decisions for the future. In the meantime, if you have any questions, please call me or my coach at your convenience.

Sincerely yours,

Making highlight tapes

The development of highlight tapes—regardless of the sport—involves a few important considerations. It's a good idea to provide two kinds of highlight tapes for college coaches. Ask your coach for suggestions. He or she will probably be able to help you secure various tapes of games you've been in.

1. A performance video, showing the athlete in a contest, usually against formidable competition. Accompany a performance tape with a player information or stat sheet (see sample below) that identifies the player and describes the competition.
2. A skills video. This type is especially important for sports like ice hockey and field hockey, track, tennis, gymnastics—even basketball and football. These tapes show the athlete executing the kinds of skills required in the sport: stick handling in ice and field hockey, beam routines in gymnastics, high jumping in track, or passing in football.

Avoid lengthy tapes, whether performance videos or skill videos. In general, the video should be no more than five minutes. Unless they are particularly interested in a prospect, most college coaches won't take the time to watch all the tapes submitted to them.

Ask your coach if the school has video editing equipment that you can use to edit your tape. There may also be local companies with editing rooms available for rent (look in the Yellow Pages under "Video").

Sample Player Information Sheet	
<p>The accompanying videotape illustrates the athletic ability of</p> <p>_____</p> <p>The video is a: <input type="checkbox"/> highlight tape <input type="checkbox"/> skills tape <input type="checkbox"/> other</p> <p>Relevant Information (As Appropriate)</p> <p>Player's position: _____</p> <p>Player's number: _____</p> <p>Offense: _____</p> <p>Defense: _____</p> <p>Color of jersey: _____</p> <p>Player size: _____</p> <p>Height: _____</p> <p>Weight: _____</p>	<p>Relevant Game/Contest Statistics</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Academic/Career Information</p> <p>SAT®/ACT scores(s): _____</p> <p>_____</p> <p>Class rank number _____ in a class of _____</p> <p>Cumulative grade point average on a 4.0 scale: _____</p> <p>Educational and career goals: _____</p> <p>_____</p>