



*Prospective Collegiate Student Athlete Information*

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For follow-up questions contact **your coach.**  
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**Prospective Collegiate Student Athlete Packet**

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## General Information

### Prospective College Bound Student-Athletes

#### *The Recruiting Process*

For a majority of you, the recruiting process is and should be well under way. Our club has compiled a packet for you to help during this very important time of your soccer career. This can be a very exciting time in your life. It can also be very stressful at times, so we encourage you to be very organized and prepared in your thoughts and actions. Remember to be responsible and honest with all communication to college coaches. Also, feel free to contact us at any time you have a question or concern.

#### Planning For College

##### A. Initial Search

1. Visit colleges and/or research institutions of interest during the summer prior to junior year in high school or during the school year of junior year.
2. Consider these visits as information gathering opportunities.
3. Revisit your top choices if possible during the summer or fall of senior year. It is optimal to be on campuses when students are on campus and you can see a soccer match. Talk to people and attend a class.

##### B. Choosing The Right School

1. Academic Match
  - \*Do I have a profile much like the general applicant pool?
  - \*Is the school too challenging? Is it challenging enough?
  - \*Academic programs offered
  - \*Faculty: Student ratio
  - \*Academic support systems in place
  - \*Who does the teaching? Professors, Graduate students, etc...
1. Size, geographic location, religious affiliation, etc.
1. Extracurricular opportunities
  - \*Social organizations, clubs, etc.
  - \*Student government, honor council
  - \*Student Union activities (concerts, movies, etc.)
  - \*Recreational activities
1. Student satisfaction with the overall experience
1. Cost / Financial Aid



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### C. Choosing the Right Soccer Program

1. Have a realistic idea of your ability. Match your ability level to the appropriate college level.
1. What type of players do they recruit? Club level, State Team level, Regional team level, National team level, etc. How does your soccer profile compare to the current college roster?
1. How many players are they looking to bring in for the recruiting class?
4. What type of system do they run?
  - Do they adapt the system to their players?
  - Do they use the same system each year regardless of players? This may not play to your style and strengths.
1. Ask about the coach's style, philosophy and plans for the future.
1. Ask about time commitments during traditional and non-traditional season.
1. Walk-on opportunities

### *Recruiting and Selling Yourself*

- A. Send an initial letter during the summer of your junior year. This can be done a bit earlier (possibly spring of sophomore year) if your team is in a special showcase or championship tournament. This is your introduction of yourself to the coach and should include:
  - Resume with academic and athletic information
  - Other personal information (height, weight, date of birth, hobbies, and other personal interest)
  - References including complete names, addresses, work, home and mobile phone information
  - Include only recent school information 9 - 12 grades
  - Try to personalize letter in ways to make it stand out (within reason)
  - Make sure all information is correct, especially the school, coach's name, address etc... of the coach you are sending the information
  - Try to keep to one (1) page (NO more than two (2)).
  - **DO NOT MENTION SCHOLARSHIPS AT THIS TIME**
- B. Continue to send updated information as the year and season progress.
  - Send high school and club schedules
  - Send tournament schedules for high school, club and ODP events
  - Always update college coach with any rewards received
- C. Do not send videos unless requested by college coach.
- D. Look to attend camps of any colleges you may apply
- E. Try to visit campuses and arrange a meeting with staff. This should be done in the spring of your junior year and continue the fall of your senior year. Try to watch a soccer game or training.
- F. Begin to gauge interest from schools. Depending on the talent of a player and level of a college program, this could happen from spring of the junior year thru the senior year. This will help with the application process and ideas of scholarship levels. Always be honest with all college coaches about your interest in their program. If the interest is not there, then let the college know in a responsible way. They will respect your honesty. It is a business, they have their list and you have yours.



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### **General Rules**

- A. Understand that in some cases the assistant coach will do a lot of the initial recruiting. Do not be disappointed if he is the primary contact in regards to calls, emails, and meetings.
- B. Respond promptly to any correspondence or telephone calls.
- C. Be as complete and thorough as possible.
- D. Have a basic understanding of NCAA rules which dictates what a college
- E. Be aware of application deadlines, scholarship and award deadlines
- F. **DO THE WORK YOURSELF. DO NOT RELY ON OTHERS!**

### **WHY SHOULD I REPLY TO ALL COLLEGE COACH CONTACTS?**

- The more coaches you communicate with, the more familiar you will become with the types of questions college coaches ask. This practice will prepare you for email exchanges and conversation with coaches at your favorite colleges/universities.
- By investigating many different types of colleges, you will have a better idea of your likes and dislikes in a college/university.
- College coaches change jobs! You might ignore a coach because you are not interested their program, only to have them get hired at one of your top choices.
- College coaches are friends with one another, and they do not appreciate it when a student-athlete ignores a contact. You never want to give anyone something bad to say about you!
- It is just common courtesy. If a coach takes the time to send you some information, you owe them a response.



## NCAA/NAIA/NJCAA/NCCAA - BASIC INFO

### **NCAA Guidelines**

Students that plan to compete in athletics at the college level must meet certain eligibility requirements set forth by the NCAA. Students who have not met the NCAA eligibility requirements will not be allowed to participate in college athletics. We have including the following link to assist you in this process. For information go to: <https://web1.ncaa.org/eligibilitycenter/common/>

### **NCAA Initial-eligibility Clearinghouse**

Students who plan to compete in athletics at the **Division I** or **Division II** college level must complete the NCAA Clearinghouse form in order to be eligible. Division III does not use the eligibility Center. There is a \$30 registration fee. To pay online you will need to use a credit card. Do this at the beginning of your Junior Year.

### **NCAA Division I**

Division I member institutions have to sponsor at least seven sports for men and seven for women (or six for men and eight for women) with two team sports for each gender. Each playing season has to be represented by each gender as well. There are contest and participant minimums for each sport, as well as scheduling criteria. For sports other than football and basketball, Division I schools must play 100 percent of the minimum number of contests against Division I opponents -- anything over the minimum number of games has to be 50 percent Division I. Division I schools must meet minimum financial aid awards for their athletics program, and there are maximum financial aid awards for each sport that a Division I school cannot exceed.

For a list of member schools/sports link: <http://web1.ncaa.org/memberLinks/links.jsp?div=1>

### **NCAA Division II**

Division II institutions have to sponsor at least five sports for men and five for women, (or four for men and six for women), with two team sports for each gender, and each playing season represented by each gender. There are contest and participant minimums for each sport, as well as scheduling criteria. For sports other than football and basketball there are no scheduling requirements. There are not attendance requirements for football, or arena game requirements for basketball. There are maximum financial aid awards for each sport that a Division II school must not exceed. Division II teams usually feature a number of local or in-state student-athletes. Many

Division II student/athletes pay for school through a combination of scholarship money, grants, student loans and employment earnings. Division II athletics programs are financed in the 8 institution's budget like other academic departments on campus. Traditional rivalries with regional institutions dominate schedules of many Division II athletics programs. For a list of member schools/sports link: <http://web1.ncaa.org/memberLinks/links.jsp?div=2>

### **NCAA Division III**

Division III institutions have to sponsor at least five sports for men and five for women, with two team sports for each gender, and each playing season represented by each gender. There are minimum contest and participant minimums for each sport. Division III athletics features student/athletes who receive no financial aid related to their athletic ability and athletic departments are staffed and funded like any other department in the university. Division III athletics departments place special importance on the impact of athletics on the participants rather than on the spectators. The student-athlete's experience is of paramount concern. Division III athletics encourages participation by maximizing the number and variety of athletics opportunities available to students, placing primary emphasis on regional in-season and conference competition.

For a list of member schools/sports link: <http://web1.ncaa.org/memberLinks/links.jsp?div=3>



## NAIA

The National Association of Intercollegiate Athletics (NAIA) has different eligibility requirements for student-athletes. To be eligible to participate in intercollegiate athletics as an incoming freshman, two of the following three requirements must be met:

1. Have a 2.0 (C) or higher cumulative final grade point average in high school.
2. Have a composite score of 18 or higher on the ACT Assessment or an 860 total score or higher on the SAT I on a single test administered on a national test date.
1. Have a top-half final class rank in his or her high school graduating class.

Student-athletes must also have on file at the college an official ACT Assessment or SAT I score report from the appropriate national testing center. Results reported on the student's high school transcript are not acceptable. Students must request that their test scores be forwarded to the college's admission office. If you have additional questions about NAIA eligibility, contact them at: NAIA, 23500 W. 105 Street, P.O. Box 1325, Olathe, Kansas 66051-1325 or by phone at 413-971-0044 or online at: <http://www.naia.org>.

For a list of member schools: <http://naia.cstv.com/member-services/about/members.htm>

## NJCAA

The National Junior College Athletic Association (NJCAA) is the governing body of intercollegiate athletics for two-year colleges. As such, its programs are designed to meet the unique needs of a diverse group of student-athletes who come from both traditional and nontraditional backgrounds and whose purpose in selecting a junior college may be as varied as their experiences before attending college. For information on schools and eligibility requirements go

to: <http://www.njcaa.org/> For a list of member schools by gender and sport:

<http://www.njcaa.org/members-sport.cfm> 9

## What is the NCCAA?

The National Christian College Athletic Association was incorporated to provide a Christian- based organization that functions uniquely as a national and international agency for the promotion of outreach and ministry, and for the maintenance, enhancement, and promotion of intercollegiate athletic competition with a Christian perspective. For information on schools and eligibility requirements go to:

<http://www.thenccaa.org>. For a list of member schools by region:  
[http://www.thenccaa.org/member\\_schools.html](http://www.thenccaa.org/member_schools.html)



## **NCAA Rule Definitions**

These are general definitions for your everyday recruiting terms. We highly recommend visiting [www.ncaa.org](http://www.ncaa.org) to get learn more about these definitions and what they mean for your recruiting future.

### **Definitions:**

#### **Contact:**

A contact is classified as a face-to-face encounter between a college coach and the student athlete (or their legal guardians or relatives) where more than a greeting occurs. Anything beyond a hello is considered a contact. Another form of contact occurs when a college coach has any contact with you or your legal guardians at your high school, or any other location where you are competing or practicing.

#### **Contact Period:**

College coaches are allowed to have in-person contact with you or your legal guardians. This period means coaches can watch you compete anywhere, and the coach can write and make telephone calls.

#### **Dead Period:**

The college coach cannot make in-person contact with you or your legal guardians. This prevents the coach from making any evaluations of you whatsoever. However, the coach can make telephone calls to you or your legal guardians.

#### **Evaluation:**

This is the process where a coach watches you compete in a game or practice, and makes note on your athletic abilities.

#### **Evaluation Period:**

It is permissible for the college coach to evaluate your playing abilities at your high school or any other place where you are competing. During this period the coach cannot have off campus in-person contact with you or your legal guardians. The coach can still make telephone calls to you or your legal guardians, and you are allowed to make campus visits during this period.

#### **Official Visit:**

Any visit to a college that is paid for by that university. You and/or your legal guardians will have your transportation to and from the college paid for. Also paid for by the college will be your room, meals (three per day), and entertainment expenses. Generally you will receive three free passes to that college's home game the weekend you are in town.

#### **Quiet Period:**

During this time a college coach cannot watch you compete at any location. It is allowed for the college coach to make in-person contact with you or your legal guardians if it occurs on the coach's campus. The coach can still make telephone calls to you or your legal guardians, and you can make visits to college campuses during this time.

**Telephone Call:**

An electronically transmitted voice exchange is considered a phone call. That includes videoconferencing and videophones. Emails and faxes are not considered a phone call.

**Unofficial Visit:**

Anytime you or your legal guardians visit a college campus that is funded by you. You can take as many unofficial visits as you would like. During dead periods you cannot speak to any of the coaches while visiting the campus. Three free tickets to a home game is the only thing a coach can give you during an unofficial visit.

**NAIA Recruiting**

The NAIA has around 300 colleges and universities. The appeal that the NAIA has to offer is their smaller class sizes and tight knit campus communities, the ability to transfer and not lose any eligibility, there are fewer recruiting rules and restrictions, and you have the opportunity to compete for championships. Not everyone has the ability or the academics to play NCAA sports. The NAIA is a terrific chance for any student athlete looking to earn a scholarship. Visit [www.naia.org](http://www.naia.org) to learn more about playing for one of their member institutions.

**NJCAA Recruiting**

The junior college is a great way to start your collegiate experience. Going the junior college route gives you the opportunity to improve your athletic skills while earning credits toward a degree. You can transfer after two years and not lose any playing eligibility. Many coaches are now looking for junior college prospects to come in and compete right away. The NJCAA has some recruiting rules that you should be aware of before enrolling. Visit [www.njcaa.org](http://www.njcaa.org) and learn how you can become a member of the National Junior College Athletic Association.





## Frequently-Asked Questions about the NCAA

### General NCAA Information

The NCAA is a nonprofit association committed to providing opportunity for more than 460,000 college student-athletes who compete annually in college sports. A commitment to academics and student-athlete success in the classroom is a vital part of the NCAA's mission to integrate athletics into higher education.

Colleges, universities athletic conferences and other affiliated organizations are NCAA members. The NCAA national office staff in Indianapolis supports the members. Together, the members and the national office are known as the NCAA.

#### A. **Is the NCAA focused only on sports?**

No. The association's belief in student-athletes as students first is a foundational principle. As such, college-bound and continuing student-athletes must meet academic standards to participate in NCAA sports. NCAA student-athletes as a group annually outperform counterparts in the general student body in graduation rates. The NCAA funds many programs that directly support the educational, financial, and health and safety needs of student-athletes.

#### B. **How does the NCAA set rules?**

The rules governing NCAA sports are developed through a member-led governance system. Using this system, NCAA members introduce and vote on proposed legislation. The national office staff provides administrative help, continuity, research and legal expertise.

#### C. **What does the NCAA do with the money it earns?**

The NCAA is a nonprofit organization with 96 percent of its expenses benefiting its members and student-athletes through distributions or services. The remaining amount funds national office building operations and staff not tied to particular programs.

#### D. **How many championships does the NCAA sponsor?**

More than 54,000 student-athletes compete in the NCAA's 89 championships in 23 sports across three divisions. Every winner earns the right to be called national champion.

For more FAQ's visit: <https://www.ncaa.org/about/frequently-asked-questions-about-ncaa>



<b>Freshman Year</b>	
Attend High School orientation	
Set four year Academic Plan with your high school counselor	
Start a college folder with HESC staff member	
Start academic goal list with your family	
Set soccer achievements for yourself	
Wish List of colleges you would attend	
Be part of school activities (student government, clubs etc...)	
Community service opportunities	
<b>Sophomore Year</b>	
Set Academic Plan for school year with counselor (Review and Revise)	
Review grades and goals with parents	
Start listing 20 schools you are interested in	
Add to your HESC file a contact lists (Include school, coach's name, email, phone etc...)	
Attend College Night High School functions	
Sign up for PSAT	
HESC teams attending Showcase events	
Meet with Director of Coaching, your coach and parents - Review plan	
Start gathering information to write your personal cover letter and resume	
Your HESC folder should be filling up	
Continue to visit college campuses	
<b>FOUCS ON GRADES</b>	
<b>Junior Year</b>	
Academic Plan for school year with counselor (Review and Revise)	
Have your HESC folder ready to use at all times	
Visit college nights and college fairs	
Verify SAT registration deadlines. Take SAT and ACT <a href="http://www.collegeboard.com">www.collegeboard.com</a>	
Get letters of recommendation	
Complete cover letter and resume with your HESC coach	
Visit colleges to find climate and size you prefer	
Attend financial Aid workshop	
Start NCAA Clearinghouse application <a href="http://www.clearinghouse.net">www.clearinghouse.net</a>	
Take AP classes or Honor classes if possible	
Have your Top 10 preferred college list	
Review college applications for admittance with your counselor	
Your HESC team is competing in College Showcase Tournaments	
Really focus on grades - DEMAND EXCELLENCE	
Beware of Scholarship Scams	
<b>Senior Year</b>	
Apply to the College/University (s) of Choice (September, October, November..)	
Finalize application essay topics	
Finalize recommendation letters	
Review application essay with parents and teachers for proofing	
Get Financial Aid forms (January 1)	
Meet all application/scholarship/housing deadlines	
Parents and student meet with school counselor to finalize transcripts	
If necessary re-take SAT/ACT (Last date in December)	
Send mid-year and final transcripts to clearing house	
Meet with HESC staff for assistance as needed	
Follow-up on all letters written o college coaches	



Have a strong soccer season
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*Preparing for the process - Check List ✓*

## **SAMPLE LETTERS/EMAILS**

### **Sample Letter/Email 1**

Date

Coach's Name

University Name

Address

City, State, Zip

Dear Coach \_\_\_\_\_,

My name is Helen Smith and I am currently a senior at McNeil HS in Austin, Texas.

I play for the HESCs 00G Navy Premier League team. I have played at the premier level since U-14. My team has won the South Texas State Championship twice. In 2010, we advanced to the quarterfinals at the Regional Tournament. I have cc'd my Our club Coach, xxxxxxx, please feel free to reach out to them if you have any questions about me.

I am also the starting forward on my high school team and have led them in goals scored for the past three years. My team won the state championship in 2009 and was the runner-up in 2010. We are currently ranked third in the state. I was named honorable mention all-state in 2011, second team in 2009 and 2010.

I have spent time doing research on what colleges would be a good match for me academically and athletically. I am interested in majoring in psychology with a minor in English. I am very interested in your College and your program and would appreciate receiving information from you.

Thank you for your time, and I look forward to hearing from you in the near future.

Sincerely,

Helen Smith

(Include address and all contact info)



## Sample Letter/Email 2

Date

Coach's Name

University Name

Address

City, State, Zip

Dear Coach \_\_\_\_\_,

I would like to take a moment of your time to introduce myself? My name is Helen and I am currently a senior at Bowie HS in Austin, Texas. During the last few weeks, I have spent time with my counselor doing research on which colleges would be a good match for me both academically and athletically. I am very interested in your college and would appreciate receiving information about your school, and the soccer program.

I play for the HESCs 00G Navy Premier League team. I have played at the premier level since U-14. My team has won the South Texas State Championship twice. In 2010, we advanced to the quarterfinals at the Regional Tournament. I have cc'd my club Coach, xxxxxxx, please feel free to reach out to them if you have any questions about me.

I am also the starting forward on my high school team and have led them in goals scored for the past three years. My team won the state championship in 2009 and was the runner-up in 2010. We are currently ranked third in the state. I was named honorable mention all-state in 2011, second team in 2009 and 2010.

Academically, I am a strong student with an A average and have no trouble balancing school and athletics.

Thank you for your time, and I look forward to hearing back from you.

Sincerely,

Helen Smith

(Include address and all contact info)