

## **Contact Information & Examples:**

### **Contact Rules**

- NCAA DI & DII
  - No contact till June 15th before Jr year, expect for attending camps. After June 15<sup>th</sup> before Jr year, you can call, text, just no off campus in person conversations. Can visit their campus and talk.
- NCAA DIII
  - Fr- Sr - Coaches can call, text, email and talk on campus.
  - Off campus coaches can talk to Jr/Sr after your game
- NAIA – Can talk to anyone off campus, at games or on campus
- Camps Info.
  - A few days before camp, reach out and let them know you are attending. To get your name on their radar.
  - It's helpful to wear a jersey/shirt with your name on the back or club, or something unique for them to remember you.
  - Go the extra mile – help pick up things, be the first ones out, ask questions – the more interest you show the more they will remember you
  - You don't need to go to every camp invite – target the schools you are looking at, as its great for the coaches to get to train you. The larger campus from outside organizations aren't as valuable.

### **E-mail Info**

- Have a professional email with your name & grad year to help organize all your college info.
- Always address coaches by name (Not Dear Coach. – Mass Mail) and include assistant coaches email as well
- Include Grad Year, Team Name, Jersey #, GPA
- Make it personal, talk about something related to their program & college that interest you.
- For Tournaments send your email by the TUESDAY before the weekend, coaches create schedules in advance – if you email Thursday or Friday, they might not add you.
- Always read over for correct name of school info etc.
- If they send you a recruit form - fill it out to get added to their database

## SAMPLE EMAIL

Subject line – First Name, Grad Year, Position

Dear [Coach's Name],

My name is [Your Name], I am part of the class of [Your Graduating Class] at [Your High School] in [Your Hometown and State]. I am interested in [The Name of The University] and learning more about your program.

[Include information here about the research you did into their program – doesn't have to be too long]

I play [List your position or best events here and the name of your team]. Some of my best accomplishments to date are [list your top two or three best times, awards or recognitions]. You can view my complete online profile here [Link to your online profile if you have one]. Here is a link to my highlight tape [link to your online highlight tape]. Please feel free to contact my coach(s) [List the email and phone number for your high school and/or club team coach].

Here is my schedule:

Date Location Name of Event My Team Name

2/22/2014 Sacramento, CA Elite 7-on-7 Tournament Nor-Cal All-Stars

[List your GPA and test scores here if you have taken them]. [Talk about what you like about the academic reputations of the school].

I will be following up this email with a phone call. I look forward to hearing back from you and learning more about your program.

Sincerely,

[Your Name]

[Email]

[Phone]

[Address]