



Georgetown Preparatory School *Athletic Recruitment Responsibility Checklist*

Students

- ☐ Have an open, honest conversation with your family about your desires and abilities to play (if you are unsure about your skill level, make sure to include your Prep and/or club coach in the conversation for their perspective)
- ☐ Express your interest in playing at the collegiate level with your Prep coach and the Prep Athletic Director, along with your club coach (if applicable)
- ☐ Register for the [NCAA Eligibility Center](#) (required for DI and DII athletes) and familiarize yourself with [NCAA policies and rules](#)
- ☐ Make an appointment to meet with the Prep Director of Academic Support to confirm you are on track to complete NCAA academic eligibility requirements
- ☐ Brainstorm a list of priorities for your student-athlete experience and conduct research to determine an initial list of colleges and universities to contact
- ☐ Create an athletic resume to share with coaches
- ☐ Create a highlight video to share with coaches
- ☐ Complete individual college recruitment questionnaires to formally indicate your interest in particular programs
- ☐ Visit college campuses and reach out to coaches to see if they are available to meet with you
- ☐ When you have identified schools where you might wish to play, reach out to the coaching staff to share resume, highlight video, and interest in program (be personalized where possible, i.e. note recent team accomplishment or local player connection)
- ☐ Keep track of all communication with coaches in a central location (a Google Sheet is a great option!)
- ☐ Make sure to ask direct questions of coaches: How many recruits will be brought in? How many students/which positions are graduating? How much scholarship funding is available (for DI/DII)? Do you have an idea of when I will know if I have a spot on the roster? What application plan will most players use (Early Action/Early Decision I or II/Regular Decision)? What role do you see me playing in your program? What are your goals for the program over the next few years?
- ☐ Meet with admission officers during fall of your senior year when they visit Prep; let them know that you are a possible athletic recruit
- ☐ If offered, take advantage of official campus visits
- ☐ Be aware of and follow NCAA recruiting guidelines (dead periods, limits to official visits)

Athletic Department

- ☐ Provide accurate and honest insight into a student's recruitment possibilities
- ☐ Help student explore programs outside of those that they are familiar with
- ☐ Facilitate conversations between students and college coaches

College Counseling Office

- ☐ Send transcript/school profile directly to college coaches for pre-reads (typically over summer months)

- ❑ Help prepare students for conversations that they might have on a college campus (i.e. with coaches, admission staff, or current students)
- ❑ Ensure students are creating a healthy non-recruitment college list, in the event their interest in playing collegiate athletics changes
- ❑ Discuss application plan with student and his family (many coaches prefer students to apply Early Action/Early Decision) and once confirmed, send required school materials (transcript, counselor recommendation, teacher recommendations, school profile)