

complete when? academics

- FALL ⌄ Begin ACT/SAT preparation.
- FALL ⌄ Order or download and print a new copy of the NCAA Guide for the College -Bound Student-Athlete and read it thoroughly. Look for any new rule changes
- FALL ⌄ Use Division I core course worksheet to review and update specific academic goals and track core course progress. Be sure core course requirements are being fulfilled.
- FALL ⌄ Meet with high school guidance counselor to review your academic progress and core course requirements.
- FALL ⌄ Review and update Target List and continue to research colleges to get a feel of different types of institutions. Target list should include at least 40 schools across all divisions you are qualified for (DI, DII, DIII, NAIA and Junior College (if applicable) and you should have relationships with coaches at each school. If school is not on your Correspondence Log re-evaluate if it should remain on your Target List.
- WINTER ⌄ Take the ACT and/or SAT. Request the test scores be sent to the NCAA Eligibility Center by marking "9999" in the code box where indicated. Take the SAT II test if considering highly selected schools.
- SPRING ⌄ Register with the NCAA Eligibility Center and make sure your high school counselor sends your transcripts at the end of junior year.
- SPRING ⌄ Begin the "amateurism certification process" questionnaire on the NCAA Eligibility Center's website.
- ALL ⌄ Maintain a minimum of a 3.0 GPA
- ALL ⌄ Take honors or AP classes only if an A or B average is possible.
- ALL ⌄ Seek help from your teacher or tutor if you are struggling in any subject area.

complete when? athletic competition

- FALL ⌄ Get phone number and email address of all coaches and ask them to be references.
- FALL ⌄ Review athletic benchmarks and use Recruiting Guidelines to re-evaluate specific athletic goals. If you have achieved some of your goals cross them off and set new ones.
- IN SEASON ⌄ Ask an objective qualified third-party (such as a high school or club coach) for honest feedback about your strengths and weaknesses and what they feel you should focus on in order to achieve your goals.
- IN SEASON ⌄ Join a club or team outside of the high school that will provide more competition and better coaching (if applicable for your sport). Play at the highest level possible and look for a team that competes at major tournaments and showcases (if applicable for your sport).
- IN SEASON ⌄ Remind high school and/or club coach(es) of goal to play in and be sure to inform any new coaches. Maintain positive relationships with all coaches.

complete when? recruiting

- FALL ⌄ Review the recruiting timeline for each division in your sport and make sure your recruiting process matches the levels you are targeting.
- FALL ⌄ Schedule game day visits (if applicable for your sport).
- FALL ⌄ Update priority list and re-rank Initial Target list. Consider how interested the coaches seem in you.
- FALL ⌄ Review college Power Rankings and cross reference against Initial Target List.
- FALL ⌄ Update scouting report.
- FALL ⌄ Screen personal voicemails and any social networking sites (e.g. MySpace, Facebook, TAKKLE, etc.). Make sure you always appear mature and there is no inappropriate information on public display.
- FALL ⌄ Manage folders in inbox to organize emails from college coaches. Organize folders by division, recruiting category and college
- SPRING ⌄ Start to plan travel for unofficial visits during spring break and summer.
- SPRING ⌄ Take at least two unofficial visits. Target schools where the coaches are recruiting you.
- SPRING ⌄ Look for invitations from coaches to call in their letters and emails. If they give you their cell phone number, use it!
- SUMMER ⌄ Continue to prepare for phone conversations by role-playing with your parents or a recruiting coach. Review the questions the coach is likely to ask.
- IN SEASON ⌄ Finish highlight or skills video and highlight or spot shadow if possible. Send video to college coaches. Always notify coaches prior to sending video and follow up to see if they have watched it. Once you know they have viewed your video, ask what they thought.
- IN SEASON ⌄ Continue to capture footage using sport specific video guidelines.
- IN SEASON ⌄ Demonstrate good sportsmanship after ever contest/game/match and win or lose shake hands with all opposing coaches and officials. Look them in the eye and say "nice game".
- ALL ⌄ Be aware of all important recruiting dates (including call dates) for your sport.
- ALL ⌄ Ask coaches where you stand and always be prepared with a list of questions.
- ALL ⌄ Maintain your Correspondence Log and call every coach in the log to continue to maintain relationships. Your Correspondence Log should include every school from your Initial Target List at this point. You may keep up to five schools on the Initial Target list who you have not communicated with. Consider these your "reach" schools academically and/or athletically. Maintain consistent email contact with every coach, notifying them of updates, tournament play, etc.
- ALL ⌄ Respond to all communication from college coaches at all levels. Add all contacts to your Correspondence Log.
- ALL ⌄ If interested in a specific college who did not send recruitment information, contact the coach, introduce yourself and fill out a questionnaire if you meet the minimum academic and athletic qualifications.
- ALL ⌄ Keep coaches up to date on your progress through email.

complete when? summer activities

- SUMMER ⌄ If you do not have contact with any college coaches, contact NCSA immediately!
- SUMMER ⌄ Create Final Selection Log to track application deadlines of your top 10-30 schools.
- SUMMER ⌄ Ask coaches which camps or combines they recommend and why.
- SUMMER ⌄ Consider attending top showcases if applicable for your sport.
- SUMMER ⌄ Attend camps and combines if invited by a coach who is heavily recruiting you or who invites you for a one day pro-rated recruiting camp as a prospect.
- SUMMER ⌄ Take at least five unofficial visits to meet coaches at schools you are seriously considering.
- SUMMER ⌄ Continue ACT/SAT prep and register to re-take test(s) if needed.
- SUMMER ⌄ Consider whether or not you want to accept any verbal offers you may receive.
- SUMMER ⌄ Call any coaches you have not communicated with. Ask all coaches where you stand on their recruiting list and what their recruiting timeline is.
- SUMMER ⌄ Get a head start on applications and write first draft of all application essays (if necessary).
- SUMMER ⌄ Meet with family accountant/specialist to make adjustments and maximize EFC.
- SUMMER ⌄ Volunteer over the summe break, if possible.
- ALL ⌄ Steer clear of situations that could jeopardize your goals. Always make responsible choices.