



A GUIDEBOOK FOR THE COLLEGE-BOUND STUDENT ATHLETE 2018-2019



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STATEMENT OF PURPOSE

Dear Cougar Families,

The following booklet is designed to assist the college bound student athlete who is interested in participating in athletics in college. It contains the following information:

- The roles and responsibilities of the student, parents, counselors and coach in the college selection process.
- The NCAA-approved core course list for Half Moon Bay High School.
- A list of ideas should a student desire to contact a college coach.
- And more.....

HIGH SCHOOL PLAN FOR A STUDENT ATHLETE

Freshman Year

- Talk to your counselor about core class requirements.
- Get to know all the coaches in your sport.
- Keep your grades up.
- Attend sports camps.
- Start thinking about a realistic analysis of your ability.
- Start thinking about your academic and career goals.

Sophomore Year

- Keep your grades up.
- Take the PSAT Test in October
- Talk to your coaches about your ability and ambitions.
 - Stay out of trouble!!!
 - Make preliminary inquiries about colleges that interest you.
 - Consider writing a brief letter to a college coach to introduce yourself.
 - Take a retired version of the ACT test.
 - Start making your athletic resume.
 - Consider creating a video and/or a site with highlight footage (i.e. youtube, hudl, etc.). Check with your coach to see if highlight footage is available through them.

Junior Year

- Talk with your counselor about career goals and core course requirements.
- Talk with your coach about a realistic assessment of which college level you can play.
- Register with the NCAA Eligibility Center [eligibilitycenter.org] & NAIA [if applicable]
- Take the ACT and/or SAT. Send all test scores to NCAA for eligibility process (they superscore).
- Refine your list of possible college choices. Know their entrance requirements.
- Send athletic resume to college coaches.
- Update your video and/or your site with your highlights (i.e. youtube, Hudl, etc.).
- Ask your high school coaches for letters of recommendation.
- Participate in sports camps (last chance)!

Senior Year

- Make sure you have all graduation requirements and core classes.
- Make sure you have registered in the NCAA Eligibility Center.
- Update your video and/or your site with your highlights (i.e. youtube, Hudl, etc.).
- Attend college programs and financial aid workshops.
- Narrow your college choices.
- Make sure you have applications for admission and transcripts sent to colleges in which you are interested.
- Make sure you are aware of recruiting rules regarding campus visits.
- Send federal financial aid form for analysis.
- Make copies of all forms.
- Be sure of your final choice before signing any papers.
- Sit down with your parents and coach and list the pros and cons of each school you are considering.
- Let coaches know when their school is no longer in the running. Thank them!!
- Make your final decision based on a meaningful college education, excellent career preparation, and a satisfying athletic experience.

ROLES & RESPONSIBILITIES

The Student's Role and Responsibilities:

Be aware of and understand eligibility requirements

The requirements established by the NCAA Eligibility Center can be confusing and difficult to understand. Understanding these requirements might save future surprises and/or problems that occur during the eligibility process.

Be aware of approved core courses

The NCAA Approved Core Course List for Initial Eligibility (formerly 48-H form) changes each academic year. A list of courses can be found under the "resources" tab of the eligibility center website.

Register with the NCAA and/or NAIA Eligibility Center

To register, prospective student-athletes should access the registration materials by visiting the Eligibility Center website at www.eligibilitycenter.org and www.playnaia.org.

Contact coaches and admission offices at colleges

It is your responsibility to write letters, go online and/or make the phone calls requesting information about each college. Remember you are the one going to college so you should be the one making the contacts.

Keep updated files of college information

Your mailbox will be stuffed with college literature. Keep an organized file of current college literature to help keep each college's information separate.

Keep updated files on coach contacts and information discussed

Information, recruiting status, possibilities, etc. can and probably will change through each contact with a coach. Keep a list of phone calls and highlights of the discussion to help you know where you "stand" and what the next step will be.

Keep a list of priorities in selecting a college

Remember, there are many reasons for selecting a college. As you look at location, size, governance (public vs. private), cost, athletic participation, etc. keep a list of your "priorities" to help you stay focused on what YOU want in a college!

Seek out your counselor and coach for advice

You should contact both your counselor and coach at the beginning of your junior year to discuss possibilities, eligibility, recruiting, etc. Their experience can be a valuable asset during what can be a very confusing time.

The Parent's Role and Responsibilities:

Be supportive of your child

Knowing that one can turn to his/her parents for help and support can be very reassuring during the process. Although this is a student-based decision, it is a family process.

Help your child keep college files updated and organized

Allow your child to do the legwork

While this is a family-based decision, it should also be student initiated. This means that the student needs to be the one doing the work: researching the schools, contacting the admission offices, the coaches, etc.

Help your child be responsible

Help and promote the student to develop the personal responsibility necessary to become a successful student athlete.

ROLES & RESPONSIBILITIES CONTINUED

The Counselor's Role and Responsibilities:

Serve as the student's advocate

Your counselor serves as your advocate and is your spokesperson to the college admission offices and coaches if necessary. It is important that you keep him/her updated on your recruitment status.

Provide a neutral position

This can be overwhelming for you as the student-athlete. Pressures to apply "early decision" so coaches have more "weight" in the admission office, pressures to sign the letter of intent, coaches not committing to you, etc., can become confusing, frustrating, and may lead to premature decisions. Seek your counselor for neutral advice while sorting out emotions. A neutral advocate can help you stay focused!

Transcript requests

If you need an unofficial copy of your transcript to make a visit to a college, you will need to either print one off of the Infinite Campus portal or come to the Guidance Office.

Provide NCAA Eligibility Center & NAIA Eligibility Information

Your counselor has information about the policies and procedures of the certification process. You should meet with your counselor in EARLY fall to discuss this information.

Give advice on college choices

Your counselor can be helpful to you in categorizing your list of colleges. You are recommended to have a few "reach" schools, "target" schools, and "safety" schools. Your counselor can offer insight as to which schools fall into each group.

Assist the family in the process

Remember this is a family process. If parents have any questions, they should feel free to contact your counselor for assistance.

The Coach's Role and Responsibilities:

Provide insight

Your coach can share information with you regarding your possible level of participation. Speaking with your coach about the realities of participating at each level (Division I, Division II, or Division III) can be helpful information for you during the college recruitment process.

Be involved during college coach's visit to Half Moon Bay High School

Coaches from colleges/universities frequently visit Half Moon Bay High School and your coach can be very instrumental in orchestrating these visits. You are encouraged to speak to your coach regarding these possibilities.

Provide necessary recruitment information to student athlete

Your coach also has information regarding the recruitment process that could be helpful to you. Seek their advice throughout the process to help you make an informed decision.

HMBHS APPROVED CORE COURSES

Students can access the up-to-date approved core course list on the NCAA eligibility Center.

Go to: www.eligibilitycenter.org

THE ATHLETIC RESUME

The Athletic Resume plays an important part in the recruiting process. The purpose of the resume is to highlight the student-athlete's accomplishments and goals and to peak a coach's interest. The following is a brief summary of what should be included in an athletic resume. Remember there is no set standard for athletic resumes, but you should take the time to put it together in a manner that demonstrates your seriousness. The resume packet should be organized as follows:

- Page 1: Cover Letter
- Page 2: Athletic Resume (includes Items 2-4)
- Page 3: School or Club Schedule
- Page 4: Letters of Recommendation

Item 1: Cover Letter

It should be short, concise and to the point, and is meant to introduce you to the coach. Always address the letter to the coach using his/her name, not "dear coach." Use the school name instead of saying "I'd like to find out more about your school..." The letter should be from the athlete not the parent. Give specifics of yourself. State your name, school, year of graduation, your GPA and your college goals and major interests. Also pique their interest with an athletic accomplishment.

Item 2: Personal Profile

Included in this section should be a summarized version of the following: state your name, address, telephone number, email address, date of birth, parent's names, your high school's address and a contact telephone number, your year of graduation, your GPA, and SAT/ACT scores. Also include a brief description of your sport specific position and preferences (i.e. defender, left footed kicker, or 100 M freestyle swimmer).

Item 3: Athletic Profile and Accomplishments

In this portion give more specifics about you and your sport. This is also a good place to include a color photo of yourself. State your position(s) played, preferences (i.e. running speed, vertical jump, batting average, other sports played). You should include a list of teams you have played for, current and previous season stats and records. You should also include all of your coach's names and telephone numbers. List your and your team's accomplishments (i.e. championships, your athletic awards, Most Improved, MVP, Athlete of the Year, Scholar Athlete, Captain, All Tournament Team selection). Include records held, press clippings and any other athletic honor.

Item 4: Academic/ Extra-Curricular Profile

Coaches want to know about you, the person. List your academic accomplishments, your academic goals, Honor Rolls, Student offices, National Honor Society, and Club offices. You should also list community service activities and volunteer work, church, hospitals, retirement homes, jobs, etc. This shows that you are well-rounded and can succeed and still be involved with other "social" activities. Many athletes fail to become involved in areas like this, but it is really a benefit to be able to add to your resume.

Item 5: Current High School or Club Schedule

This is to give the coach time so that they may be able to see you. If you don't have this available, send it in follow-up letter as soon as you receive it.

Item 6: Letters of References from Coaches

Letters or quotes of references from your coaches should be included. An even better thing to do is to get an opposition coach to say something nice about you (don't forget to list all their names and telephone numbers)

COVER LETTER/E-MAIL FORMAT

Your Name
Address
City, State, Zip
Telephone Number
Email Address
Today's Date

Coach's Name
Title
Name of College
Address
City, State, Zip
Dear Coach (Coach's Name):

I am a student at Half Moon Bay High School and will graduate in June of (year).

I am forwarding the attached athletic resume to you. Included is information about my academic and athletic abilities. I am very interested in attending (name of school) and presently plan to pursue a degree in (area of interest).

I would be most interested in discussing with you, or your representative, the possibility of participating in your (name of sport) program.

For your convenience, I have attached the complete (name of sport) schedule for the year. I look forward to hearing from you in the near future.

Sincerely,

Your Name

Recruitment Calendars

NCAA member schools must abide by certain rules. The rules dictate when coaches can reach out to Prospective Student Athletes (PSAs) for recruitment, and how they may recruit. Visit the link below to view the recruitment calendar for the 2015-2016 school year. Please note students may reach out to coaches at any point during the year.

<http://www.ncaa.org/student-athletes/resources/recruiting-calendars/2015-16-division-i-and-ii-recruiting-calendars>

ATHLETIC RESUME FORMAT



Athletic Information

Height:
Weight:
Primary Position:
Other Positions:
Other Sports:
40 Yd Dash:
Bench Press:
Squat:
Other Sport Specific Information:
NCAA Eligibility Center ID:

Athletic Accomplishments

Championships:
Athletic Awards:
MVP:
Scholar Athlete:
Captain:
Team Awards:
Other:

**Categories can be added, deleted or changed.
Your information should be updated
constantly.**

Personal Information:

Name:
Sex:
Address:
Phone Number:
Email:
Profile Web Address:
Date of Birth:
Parent's Name:

High School Information:

High School Name:
Address:
Phone Number:
Website:
Athletic Director's Name, Phone, &
Email:
Coach Name, Number, & Email:

Academic Information:

Date of Graduation:
Overall GPA:
Class Rank:
ACT score:
SAT score:
Major Course of Study:

Academic/ Extra Curricular Activities and Achievements

Clubs:
Societies:
Honors:
Awards:
Volunteer Work:
Offices:
Other:



Estimated Probability of Competing in College Athletics

	High School Participants	NCAA Participants	Overall % HS to NCAA	%HS to NCAA Division I	%HS to NCAA Division II	%HS to NCAA Division III
Men						
Baseball	482,629	33,431	6.9%	2.1%	2.1%	2.7%
Basketball	541,054	18,320	3.4%	1.0%	1.0%	1.4%
Cross Country	252,547	14,218	5.6%	1.9%	1.4%	2.4%
Football	1,093,234	71,291	6.5%	2.5%	1.7%	2.3%
Golf	152,647	8,654	5.7%	1.9%	1.6%	2.1%
Ice Hockey	35,393	3,976	11.2%	4.6%	0.5%	6.1%
Lacrosse	106,720	12,682	11.9%	2.9%	2.1%	6.9%
Soccer	417,419	23,602	5.7%	1.4%	1.4%	2.8%
Swimming	138,373	9,630	7.0%	2.8%	1.0%	3.2%
Tennis	160,545	8,081	5.0%	1.7%	1.1%	2.3%
Track	580,321	27,514	4.7%	1.9%	1.1%	1.7%
Volleyball	52,149	1,720	3.3%	0.9%	0.7%	1.7%
Water Polo	21,451	1,051	4.9%	2.7%	0.7%	1.5%
Wrestling	269,514	6,982	2.6%	0.9%	0.7%	1.0%
Women						
Basketball	433,344	16,319	3.8%	1.1%	1.1%	1.5%
Cross Country	218,121	15,922	7.3%	2.8%	1.7%	2.8%
Field Hockey	61,471	5,902	9.6%	2.9%	1.1%	5.6%
Golf	72,172	5,076	7.0%	3.0%	2.0%	2.0%
Ice Hockey	9,150	2,140	23.4%	8.7%	1.2%	13.5%
Lacrosse	81,969	10,330	12.6%	3.7%	2.4%	6.5%
Soccer	374,564	26,358	7.0%	2.4%	1.8%	2.8%
Softball	371,891	19,047	5.1%	1.6%	1.5%	2.0%
Swimming	165,779	12,333	7.4%	3.3%	1.1%	3.1%
Tennis	184,080	9,028	4.9%	1.6%	1.1%	2.2%
Track	478,885	27,752	5.8%	2.7%	1.3%	1.8%
Volleyball	429,634	16,647	3.9%	1.2%	1.1%	1.6%
Water Polo	18,899	1,201	6.4%	3.8%	1.1%	1.5%

WHAT ARE COLLEGE COACHES LOOKING FOR?

While some college coaches are looking for the prototypical athlete, big, strong, & fast, most coaches are simply looking for student-athletes that are 1) - Good athletes, 2) - Good athletes at their particular sport, 3) - Good academic students, 4) - Interested in their college, and last but not least, 5) - A good person.

Coaches seek out players that want to compete at the college level, can compete at the college level and that can succeed academically and socially at the college level. While some coaches sacrifice academic achievement when recruiting athletes, its important for coaches to know that you can gain admission to their university on your academic merits and you have the discipline to do the academic work that is required and that you will enjoy the university you have chosen.

There are many student-athletes who concentrate too much on athletics and think their athletic skill is enough to gain admission to college and get them through college. While all schools have different criteria for admittance, if your academic achievements is insufficient to gain acceptance to the school, it will not matter how good an athlete you are.

As far as athletic ability is concerned, coaches simply want student-athletes that want to compete at the next level and have displayed a passion and desire to play their chosen sport. You don't have to be the strongest, or the biggest, or the tallest athlete to succeed in college depending on the level you choose, but you have to be better than the majority of the high school athletes you compete against. Only a small percentage of high school athletes move on to play in college.

Since the college recruiting process is now a global process, meaning, coaches now look further away for student-athletes and student-athletes look further away for schools they can play at, its important for you to be able to distinguish yourself as a quality student-athlete. While this is often difficult to do, its important for you to market yourself through phone calls, letters, videos, & recommendations from instructors and coaches.

It is also important for you to gain as much exposure as you can through, athletic camps, showcases, AAU events, & tournaments. The more you play, and the better the competition, the better you will become and the more exposure you will gain.

One of the other factors that many parents and students overlook is the fact that coaches want to recruit players that have shown an interest in not only learning about their college and program but an interest in being part of their program. While athletic and academic talent are important, a coach needs to know that you are truly interested in his/her team and school, otherwise they will be apprehensive about recruiting you because they may fear you may not be happy there in the long run, might quit the team, or possibly transfer.

WHAT I WISH SOMEONE WOULD HAVE TOLD ME ABOUT BEING A COLLEGE ATHLETE

- The importance of grades starting as a freshman.
- The importance of preparing for the ACT's and SAT's.
- Be aware of your privacy settings, your posts, or being tagged in, on social media (i.e. Facebook, Twitter, and Instagram).
- Applying for regular admission as well as athletic admission.
- Setting long-range goals for ten years after high school.
- Look at schools that meet my academic needs as well as athletic needs.

- Talk to several college coaches from different schools.
- Visit campuses that are being considered.
- Learn time management skills before starting college.
- Develop communication skills as a team member and as a student.

GETTING YOURSELF RECRUITED

Do you feel that you have “what it takes” to participate in collegiate athletics? Perhaps the program of your dreams doesn’t even know that you exist! One way to help your cause is to send information about yourself to prospective colleges. Here are some helpful tips to help get you started...

- Have an honest talk with your coach or athletic director about your athletic ability. Your coach can give you some suggestions as to the size and type of program for which your talents are best suited.
- Treat this like a job search. Write a cover letter and resume. Samples have been provided in this packet.
- In addition to the cover letter/e-mail and resume, consider compiling highlight footage. Check with your coach for suggestions (i.e. Hudl, youtube, etc.).
- Be certain to obtain the name of the coach to whom you are writing. Most colleges have websites that will provide the information. Do not send personal mass mailings of information that is false or misleading.
- If you receive profile forms or questionnaires from coaches, complete them and return them as soon as possible.
- Follow up with a telephone call from the athlete, not the parent!
- Most of all, remember to be PATIENT

USEFUL RESOURCES

The National Collegiate Association P.O. Box 6222

Indianapolis, IN 46206-6222 www.ncaa.org

National Association for Intercollegiate Athletics (NAIA)

1221 Baltimore Avenue

Kansas City, MO 64105

www.naia.org

National Junior Athletic Association (NJCAA) P. O. Box 1586

Hutchinson, KS 67504

www.njcaa.org

NCAA Eligibility Center PO Box 7136 Indianapolis, IN 46207 www.eligibilitycenter.org

ccaasports.org

www.path2college529.com/planning/index.shtml