

complete when? academics

- 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, core course requirements and get national ACT and SAT testing dates.
- 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).
- WINTER ⏪ Schedule and take the Pre-ACT (PLAN) and/or Pre-SAT (PSAT).
- ALL ⏪ Consider taking SAT II test if you complete an AP class and feel good with the subject matter.
- ALL ⏪ Maintain a minimum of a 3.0 grade point average.
- ALL ⏪ Take honors and AP classes only if an A or B average is possible.
- ALL ⏪ Seek help from your teacher or a tutor if you are struggling in any subject area.

complete when? athletic competition

- 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. Do they feel you have progressed since freshmen year?
- 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).
- 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 ⏪ Begin to create priority list and rank your Initial Target list.
- FALL ⏪ Review college Power Rankings and cross reference against Initial Target List.
- FALL ⏪ Update scouting report
- FALL ⏪ Introduce yourself to 5-10 new college coaches at levels you realistically qualify for based on recruiting guidelines. Be sure to add these contacts to your Correspondence Log.
- 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 ⏪ Call 5-10 new college coaches from your Initial Target List. 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 ⏪ Schedule a follow up meeting with your coaches and athletic director to discuss your recruiting progress and ask if there is anything specific they think you should be doing to improve your chances of playing at the next level. Remember, it is important to keep these key people involved in your recruiting process but they may not have all the answers.
- IN SEASON ⏪ Start to create a highlight or skills video using sport specific video guidelines, and continue to collect footage
- IN SEASON ⏪ Demonstrate good sportsmanship after every 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 ⏪ Maintain your Correspondence Log
- 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 ⏪ Email all coaches from your Initial Target List. At this point you should introduce yourself or update the coaches on your progress. Start to establish relationships. Always have your emails proofread by a recruiting coach.
- ALL ⏪ Keep coaches up to date on your progress through email.

complete when? summer activities

- SUMMER ⏪ Determine your Estimated Family Contribution (EFC) to familiarize yourself with the collegiate financial aid process.
- SUMMER ⏪ Volunteer over the summer break if possible.
- SUMMER ⏪ Visit at least four college campuses at levels your realistically qualify for. Always contact coaches in advance to schedule a meeting.
- SUMMER ⏪ Consider attending camps and combines to build skills, speed or strength, and see how you compare with other high school athletes.
- ALL ⏪ Steer clear of situations that could jeopardize your goals. Always make responsible choices.