

HELPING YOU TO WRITE A LETTER THE COLLEGE COACH!

You need to write down some personal information about yourself, your accomplishments, your sport, grades, future goals, a list of colleges and any other pertinent information you can think of. Locate the college you are interested in and MAKE sure you get the correct spelling of the coach of the sport you are interested in off of the web site or you can call the college to find out.

Read your letter carefully and have at least two others read it for content, punctuation, spelling etc. A good friend, family member, even the high school coach should check it for you. Address the letter directly to the head coach of your sport. You should include letters of recommendation, information sheet, statistics sheet, and your team's roster.

Highlight the assets that you will bring to the college sports program. Prepare a follow up letter to send to each of the sports coaches that haven't replied to you.

ARTICLE EXAMPLE 1

CURRENT DATE

COLLEGE COACH
Head SPORT Coach,
COLLEGE NAME
COLLEGE ADDRESS

Dear Coach NAME,

My name is John Smith and I am asking you to consider me for the Tigers SPORT team at COLLEGE. I am currently a senior at MY HIGH SCHOOL NAME and I will be attending college in the fall semester of YEAR.

I was the starting POSITION for 2 years on the sophomore team and will be a 2 year starter on the varsity team. I am a heads-up team player and a hard worker willing to do the things it takes to win. I lead by example and I know I can contribute to your team.

I am attaching an information sheet, statistic sheet, and a letter of recommendation from my varsity coach.

If you have any question please contact me or one of my coaches. My coach's names and phone numbers are on my information sheet.

Thank you for considering me for your team.

YOUR NAME
YOUR ADDRESS
YOUR TOWN, STATE ZIPCODE
TELEPHONE
EMAIL

ARTICLE EXAMPLE 2

CURRENT DATE

COLLEGE COACH
Head SPORT Coach,
COLLEGE NAME
COLLEGE ADDRESS

Dear Coach NAME,

My name is **John Smith** and I am asking you to consider me for a roster spot on the **COLLEGE Team** at **COLLEGE NAME**. I am currently a senior at **YOUR HIGH SCHOOL** and will be attending college in the fall semester of **YEAR**.

I have just completed my senior year and I was the starting Strong Safety for the past 2 seasons. My team, the **TEAM NAME**, has been the Prairie Conference Champions for the last 2 seasons, we played some of the top ranked teams in the state and played in the **SONY Regional Semi-Final Game**.

I am a very hard worker and willing to do the things it takes to win. I have always been a team leader and I know that I can compete at college level. I am registered with the NCAA Clearinghouse.

I have attached an information sheet, statistic sheet, and a letter of recommendation from my varsity coach.

If you have any question please contact me or one of my coaches. My coach's names and phone numbers are on my information sheet.

Thank you for considering me for your team.

YOUR NAME
YOUR ADDRESS
YOUR TOWN, STATE ZIPCODE
TELEPHONE
EMAIL