The student athlete letter of interest

Your letter can be very simple. A coach needs to know your academic ability and athletic level. Your letter should include this information if you want to receive a realistic response from a coach.

Send the letters during your sophomore or junior year Students (don’t use email). Get on coaches’ recruiting lists early. You can send the same letter to the coaches at all the colleges that seem like a good fit for you academically and athletically. Be sure, of course, to make the appropriate changes in each letter to reflect the correct college and coach name.

Suggested items to include:

1. your test scores
2. your GPA and class rank
3. athletic abilities (events, times, positions, stats, etc.)
4. your goals and aspirations (be realistic)
5. current team, coach’s name and telephone number
6. birth date, height, weight (optional — depends on the sport)
7. interest in scholarship (if this is a priority for you)
8. whether a videotape is available

Appropriate things to request:

1. application form
2. college catalog
3. media guide or team brochure

Additional things to mention:

1. if a parent or relative is an alumnus/alumna
2. if you are new to the sport
3. other sports you currently compete in and the level you’re at

Attachments:

1. résumé
2. recommendation letters (optional)
3. competition schedule

Source: Adapted from material provided by Nancy Nitardy, former NCAA Division I swimming coach