

College Track & Field Recruitment Checklist

Academics

- ■ Maintain a strong GPA (aim for NCAA eligibility minimums or higher)
- ■ Take challenging courses to show academic commitment
- ■ Register with the NCAA Eligibility Center (for Division I & II)
- ■ Take the SAT/ACT (if required by target schools)
- ■ Keep copies of transcripts and test scores

Athletic Preparation

- ■ Record and track personal bests, stats, and competition results
- ■ Participate in club and school meets to increase visibility
- ■ Create a highlight video with meet footage
- ■ Research NCAA, NAIA, and NJCAA performance standards
- ■ Stay consistent with training and injury prevention

Recruitment Materials

- ■ Build an athletic résumé (include academics, stats, awards, and references)
- ■ Create a recruitment video or YouTube link with best performances
- ■ Draft a professional introductory email to coaches
- ■ Set up a LinkedIn or NCSA/FieldLevel profile (optional but helpful)

Coach Communication

- ■ Identify target schools (D1, D2, D3, NAIA, JUCO) that fit athletic and academic goals
- ■ Email coaches with résumé, video, and academic info
- ■ Follow up with coaches after sending materials
- ■ Be professional and prompt in all responses
- ■ Schedule campus visits (official or unofficial)

Decision-Making

- ■ Compare scholarship/financial aid offers
- ■ Consider school size, location, and academic programs
- ■ Evaluate coaching style and team culture
- ■ Ask current athletes about their experiences
- ■ Make a commitment and notify other coaches respectfully

Final Steps

- ■ Sign National Letter of Intent (if applicable)
- ■ Complete admissions and housing applications

- ■ Continue training and maintain academic eligibility
- ■ Celebrate and prepare for the transition to college athletics!