



Athletic Handbook 2018-2019

Impact Christian Academy
A Ministry of Impact Church

**8985 Lone Star Road
Jacksonville, FL 32211**

Phone: (904) 652-1441

Athletic Handbook

Philosophy of Athletics

Impact Christian Academy believes that a dynamic program of student activities is vital to the educational and spiritual development of the student. The Impact Christian Academy Athletic Program should provide a variety of experiences to enhance the development of positive student habits and attitudes that will prepare them for life outside of athletics. Athletics should function as an integral part of the total curriculum. Athletics is a platform used to bring glory to God. We are called to honor Him as we strive for athletic success. It should offer opportunities to serve the institution; to assist in the development of positive relationships and good will; and to promote all-around growth, and good citizenship qualities.

Athletics plays an important part in the life of students at Impact Christian Academy. Young people learn a great deal from participation in interscholastic athletics. Lessons in sportsmanship, teamwork, competition and how to win and lose gracefully are integral parts of our athletic program.

The interscholastic athletic program shall be conducted in accordance with existing policies, rules, and regulations. While Impact Christian Academy takes great pride in winning, it does not condone "winning at any cost" and discourages any and all pressures which might tend to neglect good sportsmanship and good mental health.

ATHLETIC SEASON & TEAM SPORT OFFERINGS

FALL SPORTS (August–November)

Girls' Sports	Cross Country
Boys' Sports	Cross Country

WINTER SPORTS (October–March)

Girls' Sports	Basketball	Soccer	Cheerleading
Boys' Sports	Basketball	Soccer	Cheerleading

SPRING SPORTS (January–April)

Girls' Sports	Track & Field
Boys' Sports	Track & Field

For a full list of all sport specific rules **please refer to the FHSAA**
<https://www.fhsaa.org/rules>

All Impact Christian Academy Athletics are run in full accordance with Florida High School Athletic Association standards, policies and regulations. For any questions or concerns please visit the FHSAA website and sports specific handbooks. In addition questions or concerns may be directed to the Impact Christian Academy Athletic Department.

ATHLETIC PROGRAM GOALS

Impact Christian Academy will compete in the FHSAA. The 2016-2017 school year Impact Christian Academy will complete its final probationary year with the FHSAA. Upon fulfilling the requirements set by the FHSAA Impact Christian Academy will join a district and be eligible to compete for the state series as a part of the Florida High School Athletic Association in 2017-2018. To learn more about the FHSAA please visit www.fhsaa.org.

Middle School Program Goals

Middle School Athletics is about teaching lessons through athletics. We want to build young men and women of Character and help develop their relationship with the Lord. At the culmination of the Middle School Season athletes should be ready to progress to High school athletics.

Junior Varsity Program Goals

Junior varsity programs are geared to augment the varsity programs. The junior varsity program is intended for those athletes who demonstrate potential as future varsity level performers and as such, player development is the primary goal of these programs. While Impact does not guarantee equal playing time, everyone should have an opportunity to compete throughout the season. Close communication between the varsity head coach and the junior varsity coach is important and expected. Coaches should be using similar principles and strategies so that the transition from the junior varsity to varsity is seamless.

Varsity Program Goals

Competition at the varsity level is the culmination of each sport's programs. All athletes are expected to put forth their best effort always, in the classroom, community, and playing field. We will strive to compete at the highest level in each varsity sport, while upholding our Christian values, sportsmanship, respect, commitment, and integrity. Coaches are not expected to give playing time to all athletes. Playing time is based on performance, but, whenever possible, coaches should allow players the opportunity to compete as their ability and game situations permit at coach's discretion. This is a competitive experience where achievement and outcome are high priorities.

About FHSAA (from www.fhsaa.org)

Purpose

The aim of the FHSAA is to promote, direct, supervise and regulate interscholastic athletic programs in which high school students, whose schools are members, compete. To accomplish this aim, the Association:

1. Establishes and enforces regulations to ensure that all such athletic programs are part of, and contribute towards, the entire educational program;

2. Cooperates closely with the Florida Department of Education in the development of athletic programs;
3. Promotes the spirit of sportsmanship and fair play in all athletic contests; and
4. Enacts policies and guidelines that safeguard the physical, mental and moral welfare of high school students, and protect them from exploitation.

The citizens of Florida have long recognized and endorsed the role of the FHSAA – a non-profit, voluntary organization – in providing supervision, control and promotion of the interscholastic athletic programs in which students engage.

Rules

To ensure fair and equitable competition, as well as to encourage acceptable progress in the classroom, the FHSAA enforces eligibility regulations that have been adopted by its member schools, or enacted into law by the Florida Legislature.

These regulations establish standards with regard to attendance, academic status, age, years of participation, transfers, physical fitness, sportsmanship and amateurism. While the FHSAA is obligated to enforce these rules without favor or exception, the bylaws do provide a procedure by which students who are unduly hardshipped by the regulations may seek relief by requesting that their school file an appeal on their behalf. If a person deems any existing rule undesirable, that individual has the opportunity to generate change through the local high school representative or the Association's Public Liaison Advisory Committee. Each may propose to repeal or reword the rule and have that person's change submitted to a vote of the Association's Representative Assembly.

ATHLETIC ELIGIBILITY & ACADEMICS

High School Student please refer to FHSAA Guidelines in terms of Eligibility (<https://www.fhsaa.org/departments/eligibility-compliance/academics>)

In accordance with academic mission of Impact Christian Academy, it is important the athlete remained focused on academic excellence during seasons in which they participate. Please refer to the Impact High School student handbook to better understand eligibility standards.

Eligibility

At Impact Christian Academy academic standards are a top priority. Competitive sports and other extracurricular activities (fine arts and academic competition) can contribute to a well- rounded education; however, such activities are extracurricular and require some basis for eligibility in order to ensure that these activities support rather than hinder a student's overall education. Students must be have an overall average grade of 80% or higher. Students who fall to 59% or lower in one or more classes at the end of the nine-week grading period will be ineligible for extracurricular participation for a minimum of two academic weeks. The two weeks will begin on the Monday after grades are posted on RenWeb and end at the completion of the school day on the second Friday.

After three weeks of ineligibility, if the overall average is above 80%, the student may return to extracurricular participation. During the ineligible period, the student may practice, but not travel, suit up or participate with or in the extracurricular area they are involved. If after two weeks, the student is still failing a class, grades will be checked weekly, and when the average grade is above 80%, the student may return to extracurricular activities.

Early Dismissal

Students who participate in team athletics or extracurricular activities are not excused from their academic responsibilities. All assignments must be completed on time. There may be occasions when a student will request to miss class due to a scheduled game or activity. Students are responsible for informing the teacher before the missed class and are responsible for all work completed in the class. Any work that is due during the missed period is to be submitted before the student leaves for the activity unless other arrangements are made. If the student does not complete the work, he or she may not be able to participate until the work is completed. If an activity is canceled (e.g., for inclement weather), students should be prepared to attend class and do any of the expected class work including formal assessments.

Eligibility Requirements for Team Athletics and Extracurricular

All required forms for student athletes must be completed and signed before a student may participate in any sport. All forms can be picked up from the main office, head coach or athletic director. Please note that additional forms MAY be required throughout the school year. In addition, coaches may require additional contracts for their sport.

Required Forms and Documents

- Pre-Participation Physical Form
- Consent & Release from Liability Certificate
- Concussion & Heat Related Illness Certificate
- Verification of Health Insurance Coverage
- Copy of Birth Certificate
- Affidavit of Compliance with FHSAA Policy on Recruiting
- High School Sportsmanship Contract

School Attendance

Student athletes must be in school at least four hours in order to participate in after-school practices or games. Saturday games require attendance on Fridays per same weekday policy. In rare cases and after review of the specific circumstances, permission to participate may be granted to students not in attendance by the Director or Dean of Students, and/or Athletic Director.

CODE OF CONDUCT & STUDENT ATHLETE EXPECTATIONS

Student Athlete General Conduct

All student athletes at Impact Christian Academy will be expected to adhere to high standards. Being part of a team is a serious commitment and it must be made a priority for you to find enjoyment and success.

Code of Conduct: 24/7/365

Students are expected to represent Impact Christian Academy in a positive manner even when they are not on school grounds or attending school functions. Students and their parents acknowledge and understand that students are subject to discipline for conduct occurring off-campus or during non-school hours, including weekends, holidays and summers. The administration will deal directly with any student who violates the Code of Conduct or draws attention to ICA in a negative manner, which may result in disciplinary action or a student's dismissal from the school.

Sportsmanship Code of Conduct

All types of competitive team experiences contribute significantly to the development of Christian character, mutual support and school spirit. Sportsmanship is an important part of this training. We expect our coaches, players and students to represent ICA in a manner that is respectful of others on and off the field of play. We also encourage and endorse the enthusiastic support of parents and friends. In the process, we expect all to uphold the same high standards that we ask of our students. Opposing teams and their fans are to be treated as honored guests. Students who fail to meet these standards will face disciplinary action or be removed from athletic participation. All students participating on an ICA-sponsored team (including summer athletic programs) must comply with the applicable

sections of the dress code and the appearance guidelines outlined by the athletic department.

Below is a list of the minimum expectations of all student athletes.

1. Keep up to date on all academic work. Being an athlete requires a significant time of commitment, but one that can be managed with proper foresight.
2. You are a representative of Impact Christian Academy at all times. Always act in a way that will make your coaches, parents, and friends proud to know you.
3. Attend all practices and games. Varsity and junior varsity teams will be active 5-6 times a week. You are expected to be there every day. Excessive absences may result in decreased playing time and/or dismissal from the team.
4. Adhere to team rules. Coaches may establish additional guidelines for their teams. Things such as travel uniforms or away game behavior may be some of the areas addressed. Be prepared to be responsible for your actions.
5. Keep an open line of communication with the coach. The coaches are here for you. Be sure to let them know what is going on in your life, so they can be better prepared to coach you.
6. Travel with the team. School policy mandates that all team members travel to games on the school bus. Parents may pick their children up from games.
7. Report injuries to the coach and/or trainer. Every injury is significant. The more coaches and the athletic trainer know, the better prepared they are to take care of you.
8. Be responsible for all issued uniforms and equipment. Athletes will be billed for any damage or loss of equipment assigned to you. Costs of these uniforms will vary depending on item(s) damaged or lost.

Team Commitment

Athletes at Impact Christian Academy must be reminded that playing a sport is an extracurricular activity that involves a major commitment. Student

athletes who do not make a commitment to a full sport season jeopardize further athletic team participation and possible dismissal from a team.

Social Media

Electronic communication (Text, Instagram, Twitter, etc.) should always be in a positive light and should never negatively reflect on other teammates or coaching staff. If it is not positive don't post it.

In addition, student-athletes should not post pictures on Facebook, Twitter, etc. showing alcohol or drug involvement nor have anything on a page that reflects negatively on their team, the athletic department or the school. Student-athletes doing so could face dismissal from the team. It is important to note that coaches do not specifically monitor social networking sites. Whenever possible, it is discouraged for student-athletes to post text or photographs that could be deemed unflattering or damaging to themselves, or others' reputation, or the reputations of the team or the school.

Dismissal from a Team

All student athletes will adhere to the rules and expectations outlined in the athletic handbook and their team contract for their participating sport. Players that are found to be in direct violation of stated rules will be subject to consequences, up to and including removal from their participating team.

Medical Forms and Concussions

All students must return a completed sport physical. The student/athlete is not permitted to practice or play any interscholastic sport without the school having his/her medical forms on file. This sport physical must be completed by a U.S. physician and clearly marked that the student is cleared to participate. In addition, any student athlete who's on prescribed medications must inform the school nurse, athletic trainer, and their coach. Please follow these requirements to help Impact Christian Academy ensure that every student athlete has a safe environment.

We take concussions and brain injury very serious and hope that all athletes and parents will do the same. All student-athletes and parents should have an understanding of all concussion policies. Please see FHSAA policies in regards to concussion protocols.

(https://www.fhsaa.org/sites/default/files/attachments/2015/12/18/node-23154/fhaa_concussion_policy.pdf)

Student-athletes are expected to notify the coaches/athletic trainer of injury/illness in a timely manner. Reporting injuries to the coach and/or athletic trainer is very important. Every injury is significant. The more the coaches and the athletic trainer know, the better prepared they are to take care of you. Your health is always more important than winning a game; make sure to communicate all potential injuries to coaches and trainers.

Athletics & School Detentions

The Athletic Department fully supports the school's academic mission and encourages students to perform well in the classroom. As student-athletes are held to a high standard. Students are ultimately responsible for communicating with the coaches when they have received a detention. If a student-athlete has an unexcused skipped detention, he/she will not be allowed to participate in an athletic game/event until the before mentioned detention has been served unless the student has received permission to delay it to a later date by a school administrator. Athletes are still expected to attend all scheduled practices during this time period unless otherwise excused from their coach in advance.

Family Vacation

Parents are encouraged to schedule their family vacations at times that do not conflict with their student-athlete's practices or games. Student athletes who miss practice or competition for any reason may have their position or playing time adjusted. The athletic department makes every effort to inform parents and student-athletes of the season's schedule as far in advance as possible.

Suspension

Suspension from school is a result of repeated minor infractions or a major infraction of the ICA Code of Conduct.

An administrator at all times has the authority to suspend a student. The length of suspension will be determined by the administration. All work missed during the suspension is to be made up. Very specific changes in attitudes and actions will be expected prior to re-admission. Disciplinary probation may be invoked when a student is suspended from school. Suspended students are not allowed to be on campus during the period of

their suspension without administrative approval. Students are not permitted to participate in or attend extra-curricular activities while on suspension. Students suspended will not be allowed to exempt any finals for the semester in which the suspension occurred.

ATHLETIC DEPT OPERATION POLICIES & PROCEDURES

Practice/Game Attendance

Practice starts and ends at the time set by the coach. Players are expected to be dressed and ready to practice at or by the instructed start time. It is the player's responsibility to notify a coach 24 hours in advance if he/she will be late to practice. In addition, if a student is seeking teacher assistance, he/she should supply the coach with a teacher note in advance of a potential practice/game conflict. **Parents please pick up your athlete on time from all practices and/or games.**

Off-season Workouts, Open Gyms, or Conditioning Programs

Athletes may only participate in off-season workouts, open gyms, or conditioning programs in accordance with the FHSAA guidelines. Please refer to FHSAA guidelines for off season activities.

Athletic Awards

Athletic awards are based on department policy and coaches' criteria. Student athletes have the opportunity to earn team or individual awards, i.e., letters, certificates, medals and plaques. Please refer to the below information for additional award details.

Middle School

Team members will have a gathering (potentially on or off campus) to celebrate all of the season's successes. This Celebration will be for all participants. Student athletes will be recognized for participation and effort as a student athlete.

Junior Varsity

Team members will have a gathering (potentially on or off campus) to celebrate all of the season's successes. In addition, the coach will hand out award plaques for Most Valuable Player, Most Improved Player and Coaches Award. Awards may vary by sport at coach's discretion.

Varsity

Varsity sports will have a banquet to commemorate the season. Varsity athletes will be recognized for their participation in a varsity sport. Team and individual recognitions will be made as well. Student Athletes will be recognized for their effort and achievement on and off the court.

Examples of awards are:

1. Newcomer of the Year (male/female)
2. Most Valuable Player (per team)
3. Performance of the Year (male/female)
4. Strength & Conditioning Award (male/female)
5. Athlete of the Year (male/female)
6. Exemplary Athlete Award (male/female)

**The Athletic Department may choose to expand the award categories at a later date to what is listed above*

Varsity Letters/Pins

A Varsity Letter (or monogram) is an award earned for excellence in school activities. A varsity letter signifies that an athlete was a qualified varsity team member, awarded after a certain standard was met. A Sport Pin is awarded for the first year of participation on that particular team and a Service Pin is awarded for all subsequent years on the team. Varsity team members should place the pins on their varsity letter jackets. Athletes that participate on a varsity team for four (4) consecutive years will receive a plaque for outstanding leadership and participation.

Equipment and Uniforms

Athletes will be issued their full team uniforms for the season prior to their first scrimmage/game. It is the responsibility of the student-athlete to return ALL items to their coach at the conclusion of the season. Failure to return

equipment and/or uniforms results in the student athlete paying for the missing articles (billing based on individual replacement cost), and jeopardizes his/her participation in the next season.

Risks

The athletic program is conducted, first and foremost, with the safety of its participants in mind. However, student-athletes and parents must be aware that there are risks of injury inherent in athletic participation.

Spectators and Parents

The expectation of modeling good sportsmanship and behavior is the same for our spectators and parents as it is for our athletes.

1. Fans should respect officials, coaches, and players and extend all courtesies to them.
2. We do expect our fans to be loud and supportive of our teams. However we must make sure that we upheld a certain respectful manner while cheering on our athletes and teams.
3. Be mindful that second guessing a coach publicly or to your child can undermine the special relationship between the players and coaches. Do everything possible to support a healthy relationship between a player and his/her coach.
4. Refrain from second guessing the coach and verbally giving advice from the sidelines or bleachers.
5. Please understand that our school is responsible for the conduct of our spectators, whether at home or away.
6. Officials are the proper authorities to make decisions regarding rules and their interpretations, and these decisions should be accepted and respected. Please refrain from loud criticism of the officials' calls. It distracts our athletes from focusing on the game and it reflects poorly on you and on our school. ICA reserves the right to prohibit a parent or spectator from attending games because of unsportsmanlike behavior.
7. Non-compliance of above may result in removal from future contests.

Parent Conflict Management Policy

Participating in athletics can be an emotional and time consuming experience. From time to time, conflicts between student-athletes and coaches may arise. The following process should be communicated to both student athletes and parents to resolve conflicts and/or issues between coaches, parents, and student-athletes.

Step 1: Individual Student - Coach Contact

The student involved is to speak to the coach about the problem as soon as possible.

Step 2: Parent/Student - Coach Contact

The parent/student should set a time to meet individually with the coach. Meetings will not be scheduled:

- Immediately following a contest,
- During an active practice session, or during a time when other coaches, parents, or athletes are present.

Please schedule a time to discuss your concerns with the coach BEFORE or AFTER practice times or anytime during the school day.

Step 3: Parent/Student - Athletic Director Contact

If satisfactory resolution is not reached through direct contact with the coach, the parent/student athlete should contact the athletic director. If the meeting with the parent/student-athlete and AD does not result in a satisfactory conclusion, the AD will schedule a meeting involving all concerned parties in an attempt to reach a satisfactory resolution.

Any comments, concerns, or issues brought to the attention of Impact Christian Academy Athletic Director will be addressed. While there can be no guarantee that all parties will agree with all resolutions or findings, a thorough, respectful airing of different perspectives and experiences can lead to more productive relationships and clearer understanding in the future.

The Coach

The primary responsibility of the coach is to help our students grow in their walk with the Lord. Coaches are to help build young men and women living for God. In addition, coaches are responsible for developing physical conditioning and sports specific skills.

Each coach is responsible for guiding his/her student-athletes through practices, scrimmages, and games appropriate to their age and level of play. These activities are conducted so that the physical welfare, health, and safety of the participants are protected and fostered.

Team Captains

Coaches are encouraged to appoint a team captain or captains within their individual rosters. Being a team captain is a very important responsibility, as well as a tremendous honor and privilege. Here are some basic items that coaches have used to identify and select team captains.

1. Being a role-model for all players in the program.
2. A strong vocal leader in support of the student athletic policies and expectations.
3. Working with coaches to identify specific goals and expectations of the team.
4. Facilitate communications between coaches and team.
5. Helps team and coaches to develop goals regarding team fitness, pre-game warm-ups, community service, and off -season conditioning.
6. Helps promote games and other team sporting events.

Team Managers

Team managers are a vital part of all team and individual sports. Impact Christian Academy encourages those students who choose not to play a competitive sport to consider being a team manager. Team managers are held to the same expectations as student athletes. Coaches will work with managers on the establishment of team expectations and roles throughout the season.

TRANSPORTATION

Games

Transportation to all school contests is normally by school bus or van. Team members are required to travel to and from the contest with the team. All students must return to school with the team, unless picked up by a parent or there is written permission or phone permission to go home with another adult.

Practices

Impact Christian Academy Athletic Department will supply transportation to ALL off site practice locations when necessary. In the event that a student can drive, he/she will need written permission from a parent, as well as approval from the coach, to authorize personal transportation to/from practice locations. Impact Christian Academy strongly encourages ALL student athletes to utilize school issued transportation for any off-site practice needs.

COMMUNICATION

Our goal is to develop open lines of communication where our parents and coaches work in partnership in developing our student athletes. A valuable benefit of athletics is to have the student athlete learn how to communicate with his/her coaches. Whenever scheduling conflicts interfere with the student's ability to attend practice; he/she should make direct communication with the coach.

Communication you should expect from your coach:

1. Explanation of coach's philosophy and team/individual expectations.
2. Team rules, contracts and disciplinary actions.
3. Location and times of all practices and contests.
4. Team requirements and rules.
5. Pre-season Coaches Meetings

Communication coaches should expect from players:

1. When possible, 24 hour notification of any scheduling conflicts
2. Any physical illness or injury that would prevent the athlete from practicing or playing in a game.
3. Class conflicts that would cause them to miss practices or games.

Communication coaches should expect from parents:

1. Concerns expressed directly to the coach.
2. Notification of any schedule conflicts well in advance.
3. Only positive remarks as a spectator at a contest.
4. Written requests regarding pick up by another parent or the students driving to/from a practice or game.

Communication between student/athlete, parent and coach:

1. As your son/daughter becomes involved in the athletics program, he/she will experience some of the most rewarding moments of his/her life. It is important to understand that there also may be times when things do not go the way you or your child wish. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for the athlete, parent, and the coach. Meetings of this nature do not promote resolution. At these times, parents are encouraged to urge the student-athlete to discuss any problems at an appropriate time directly with the coach and/or team captains.
2. There are situations that may require a conference between the coach, parent, and student-athlete. Please refer to the parent conflict policy that lists proper steps to seek.

Communication you should expect from the Athletic Department

1. Athletic Website Updates
2. Alerts notifying any changes to schedule practice/contests (ie – Weather Notifications)
3. General notification and departmental announcements
4. Core expectations and student-athlete conduct policies
5. Social Media updated (Twitter, Facebook, etc.)

BECOMING A COLLEGE ATHLETE

High school athletes should call upon coaches and other members of the Impact Christian Academy Athletic Department to work with them and other school staff/administration in the process of applying to colleges.

All of us working together with the student athlete and his/her parents are an effective team in guiding those student-athletes interested in playing collegiate sports. Typically the process is best begun early and involves the following steps:

1. Student-athlete expresses interest in collegiate athletics to his/her coach and ICA staff.
2. Student-athlete should set up a meeting with the coach to discuss his/her potential to play sports at the collegiate level.

Based upon the student's ability and performance, the coach will recommend the appropriate level of play and will review the student-athlete's athletic resume.

Coaches may provide further support for the student-athlete in the application process by writing letters of recommendation and contacting college coaches when appropriate. It is important that student athletes and their parents take the initiative and responsibility of pursuing the student-athlete's desire to play college sports. While the ICA staff and coach will provide assistance in the form of evaluations, resumes, and letters of recommendation, the student-athlete and parents remain the driving force in this process by initiating meetings, developing a resume, contacting colleges, and meeting application deadlines.

NCAA Initial-Eligibility Clearinghouse

Not all college athletic programs are regulated by the National Collegiate Athletic Association (NCAA), an organization founded in 1906 that has established rules on eligibility, recruiting, and financial aid. The NCAA has three membership divisions — Division I, Division II, and Division III. Institutions are members of one or another division according to the size and scope of their athletic programs and whether they provide athletic scholarships.

If you are planning to enroll in college as a freshman and you wish to participate in Division I or Division II athletics, you must be certified by the NCAA Initial-Eligibility Clearinghouse. All students should read the recruiting rules that are posted on the NCAA website (WWW.NCAA.ORG). The Clearinghouse ensures consistent application of NCAA initial-eligibility requirements for all prospective student-athletes at all member institutions.

Your Responsibility as a Prospective NCAA Student-Athlete

It is your responsibility to make sure the NCAA Initial-Eligibility Clearinghouse have the documents it needs to certify you. These documents are:

- Your completed and signed Student Release Form and fee
- Your official transcript mailed directly from every high school you have attended
- Your ACT or SAT scores

- Foreign Student Application (If you attended a secondary school outside the United States for all or a portion of your 9th-12th grades, different evaluation procedures must be applied.)

Checklist for athletes who hope to compete in college:

9th grade

- Maintain good grades, citizenship, and attendance at school.
- Pursue sports at the highest level (in your school and/or in travel program).
- Explore your strengths in clubs and other extracurricular programs.
- Record details and stats of performance for athletic resume.

10th grade

- Maintain good grades, citizenship, and attendance at school.
- Pursue sports at the highest level (in your school and/or in travel program).
- Record details and stats of performance for athletic resume.
- Explore ways to increase your exposure (travel teams, camps, showcases, etc.).
- Prepare profile for tournament and showcase play
- Reach out to coaches on tournament list via e-mail to let them know you will be playing and that you are interested in their institution.
- Decide whether a video from games is needed and make plans for filming or work on editing tape.
- Take PSAT.

11th grade

- Maintain good grades, citizenship, and attendance at school.
- Study and take PSATs and schedule SATs or ACT in spring.
- Research online to get information on college teams (i.e. league, ranking, Division I, II, or III, talent of individual players, number of seniors or underclassmen in your position, reputation of coach, etc.).
- Write and send letters via e-mail to coaches to let them know you are interested in their schools.
- Respond to all letters you receive after September 1st.
- Complete on-line recruiting forms if appropriate.
- Begin making appointments to meet coaches when you visit colleges.

- ❑ Register with NCAA at www.ncaaclearinghouse.org for eligibility in college.
- ❑ Obtain copy of transcript from college guidance office to show to coaches.

TWO RESOURCES THAT MAY ALSO BE HELPFUL THROUGHOUT THIS PROCESS:

1. "Guide for the College-Bound Student-Athlete"
 - a. NCAA; <http://www.ncaa.org>
 - b. Follow the link to Eligibility & Recruiting (Located under Academics & Athletes)
2. A Guide for College-Bound Student-Athletes and their Parents"
 - a. NIAAA; http://www2.niaaa.org/college_bound_guide2003.asp

Sample Letter to Potential Coach

Dear Coach (look up name online or in NCAA book in college office),

I am writing to introduce myself as a potential athlete for your team. I am currently a junior on the varsity (Basketball, soccer, track, etc.) team at Impact Christian Academy and believe that I could make a significant contribution to the program at (University name). I am a tall, strong athlete (or other physical attributes) who trains year around to prepare for my sport. I am determined and motivated to work hard and compete to the best of my ability. I have competed at the top level in high school in numerous (games, meets, etc.) and received distinction in the following (races, seasons, games, etc.) as a (100m athlete, forward, shortstop, etc.): list them. For further details on my athletic honors please refer to my enclosed resume.

I am an excellent student and am confident that (school name) would be a good place for me to pursue my academic goals. My grades are in the (X to X range and my PSAT scores are X Verbal and X Math (or include other scores or note when you will have scores). I am taking a challenging curriculum with IB or honors courses (or other distinguishing details of your program). I am interested in humanities (or another general field of study) and hope to major in English (or other major) in college. (If you are undecided, you can simply say that you are interested in X and Y and hope to get a good liberal arts education.)

As a talented student-athlete, my goal is to find a school that will challenge me and give me a chance to contribute to the overall life of the school. I am hopeful that your school will give me that opportunity. Thank you for your consideration. I look forward to hearing from you in the near future.

Sincerely,

John Smith