

## **SUGGESTED LETTER OF INQUIRY FOR ATHLETES**

(date)

Dear Coach,

(INTRO)

My name is( ). I am a (class year) at (high school) in (city, state). I have played (sport) for (#) years and have been a member of the Varsity team at school for ( ) years. I play (position). (Club information as appropriate). I have been researching colleges, and your school and program are of interest to me. (Describe why, briefly; Be specific!)

(ACADEMIC)

I have a ( ) GPA. My (standardized test) scores are ( ).

(ATHLETIC)

I am (height) and (weight). This year I (scored, ran, blah, blah, blah). I was named (honors and awards). Our team record was ( ).

(CONCLUSION)

I believe I could make a contribution to your team. If you have any questions, do not hesitate to contact me or my coach(s). My coach is (coach's name). He/She can be reached at (phone number/email).

A short video of me playing can be found at the following link: (insert link)

I look forward to hearing from you soon!

Sincerely,

(full name)

(address)

(phone number)