



SAMPLE LETTERS OF INTRODUCTION

Below are 4 sample letters that players could email to prospective coaches. Prior to emailing these letters, players should fill out the online player profile forms that most college programs have on their websites. These forms are what college coaches use to collect and organize data on prospective players. Players do not need to add as much profile data in their emails when communicating with college programs that utilize online player profile forms. Players should reference the fact that they filled out the online profile forms. Below is a link to the “Recruit Me” page on the MIT website. All the forms for their variety sports are listed.

<http://web.mit.edu/athletics/www/varsity.html>

Sample Letter #1 - This is a very formal letter with lots of profile information. It’s recommended to lead off with a letter like this if you’re communicating with a coach who’s program does not have an online player profile form.

Coach [*Coach’s Full Name*],

My name is [Name] and I am currently a junior at Boston High School in Massachusetts. I have a 3.65 GPA and I’m interested in studying political science with a minor in psychology. I will graduate high school in June of 2016.

I am the starting forward on my high school team and have led them in goals scored for the past three years. My team won the state championship in 2014 and was the runner-up in 2013. We are currently ranked third in the state. I was named Honorable Mention All-State in 2012, Second Team All-State in 2013 and 2014.

I play for the CHSC GU-17 Premier Team. I have played at the premier level since U-13. My team won the MPS Memorial Day Showcase the past three years. In 2013, we advanced to the Round Robin Stage of State Cup. I also play forward for my club team.

During the spring of 2015 my club team will play in the NEFC March Showcase as well as the MPS Memorial Day Showcase. I’ll also plan on mailing you my league schedule as soon as that is released.

Along with this letter, I’ve included a list of coaches that know me well and are willing to speak to you regarding my playing abilities and character traits.

I have spent time doing research on what colleges would be a good match for me academically and athletically. I am very interested in [*college/university*] and your soccer program and would appreciate receiving any information that you have to share.

Thank you for your time, and I look forward to hearing from you in the near future.

Sincerely,

[Name]

[Contact info]

Sample Letter #2 - This letter is long and contains some profile information but is more personal than Sample Letter #1. It does a good job showing what the player is like as a person, player and student.

Coach [*Coach's Full Name*],

My name is [Name Here] and I am a Junior at Boston High School, a public school of 3,300 students. My club coach considers me an outstanding player and I am very interested in pursuing soccer at the collegiate level with a competitive academic reputation. [University/ College] is one that has been recommended to me and I am looking forward to learning more about opportunities to participate in your program. I am currently the starting center midfielder and captain for the CHSC GU17 Premier Team (chestnuthillsc.com).

We finished our fall season by winning GPS Tournament over Thanksgiving, which was a fantastic way to close out the fall season. I have been a starting center midfielder on my high school team since my freshman year. During my sophomore year last fall, we won the highly competitive Bay State League, and I believe I played an integral role in the team's success. I am considered to have excellent vision and strong technical skills, which helped us to create many scoring opportunities during the year. As we start our current high school season, I am working hard at being a leader on and off the field, as I feel I have matured as a player and a person during my recent club season.

I am interested in your school because academics are just as important to me as soccer and I want to study engineering in particular. I take great pride in my academics and I know how to balance school and athletics, as I am a diligent student ranking in the top 3% of my class of over 900 students. I maintain a 4.33 GPA while taking a challenging workload, heavily weighted with Honors and AP courses. I will have taken five AP classes by the time I graduate. I scored in the top 93rd percentile on my PSAT this fall, and I am taking the SAT for the first time in January. I look forward to learning more about [University/College] and your program. Do you know yet if you will be recruiting any midfielders next year?

Sincerely,

[Name]

[Contact info]

Sample Letter #3 - This letter is much shorter and to the point. It is OK for the letter to be brief, especially if you filled out an online profile.

Coach [*Coach's Full Name*],

I am writing to express my strong interest in [University/College] and your soccer program. Currently attending Boston High School in Massachusetts. I will graduate in the spring of 2017 and have a strong desire to compete in college. I would like to initiate a dialogue regarding your soccer program and academic institution.

I feel that your university and team are ideal matches for my athletic and academic abilities and goals, which is to study engineering at a top school while continuing to play soccer.

I am excited to move forward in the recruiting process and look forward to speaking with you at greater length. I filled out your online player profile. Please let me know if there is anything else you'd like to know about me as a person, player or student. I look forward to hearing from you.

Sincerely,

[Name]

[Contact info]

Sample Letter #4 - Here is a follow up letter inviting a coach to watch you play in a tournament.

Coach [*Coach's Full Name*],

Thank you so much for your continued interest, and again, it was great working with you and speaking with you up in New York at The Exact Soccer Camp last week. I continue to work hard on the field, off the field, and in the classroom. I wanted let you know what my schedule will be for NEFC Pre-Season Showcase. I look forward to seeing you (hope its not too cold out) and hope you get a chance to watch me play for my club team.

Sat March 11...12:30pm GPS vs CHSC .. Lancaster Field #2

Sat March 11...5pm CHSC vs Liverpool .. Lancaster Field #3

Sun March 12... 6:30pm CHSC vs NEFC .. Lancaster Field #2

Here is a link to the schedule as well: {insert link}

Again, Thank you for watching me play and I look forward to seeing you in March.

-[Name]

-Recruit [Year of Graduation]

-[Club Team] Jersey #19

-Defender