

**Union College Athletics
Official/Unofficial Visit Record**

Type of Visit (check one)

official

unofficial

Prospect's Name _____ Sport _____

Address _____

City _____ State _____ Zip _____

Home Phone (____) _____ Social Security # _____

Date of Birth _____ High School _____

Eligibility For Official Visit

(Division I)

Has the prospect been accepted by Union College? yes

no

If no, a transcript (official or unofficial) and test scores (PSAT, SAT, PLAN or ACT) are required prior to the visit. If the transcript does not indicate the prospects scores, please attach an official testing agency document.

Travel Information

Length of visit can not exceed 48 hours

Arrival Date/Time _____ Departure Date/Time _____

Is Union College paying for the Travel Cost? yes no

Name of Person(s) Accompanying Prospect: _____

Relationship to Prospect: _____

Name of Union College Student Host _____

Complimentary Admission

Event/Date _____ Total Request _____

People Attending _____

Event/Date _____ Total Request _____

People Attending _____

Official Paid Visit (Division I and III): The provision of any complimentary admission of the institution's athletics events during the official paid visit is confined to the prospect, the prospects parents (or legal guardian) and spouse.

Unofficial Visit (Division I and III): During an unofficial visit, the institution is limited to providing a maximum of three (3) complimentary admissions to a campus athletic event. These tickets are for the exclusive use of the prospect and those persons accompanying the prospect or the visit.

Meals and Money

Will you be using the permissible Student Host Money (check one):

- \$30 per day (Division I) Day 1 _____ Day 2 _____
- \$20 per day (Division III) Day 1 _____ Day 2 _____
- NO

The Student Host must fill out the Student Host Expense Report, and return it to the Athletic Department Office at the conclusion of the prospect's visit. All unused funds must be returned with the report.

Meals: (Circle all meals that prospect will eat, limit to 6 meals per recruit)

Provide meal ticket number

Day 1: _____ Breakfast _____ Lunch _____ Dinner _____

Day 2: _____ Breakfast _____ Lunch _____ Dinner _____

Meal ticket must be picked up and signed for at the Athletic Department Office.

Graduation Rates and Five – Visit Notification

(Division I)

The head coach is responsible for sending a copy of the Graduation Rate Report and the Five Visit Notification Letter to the prospect and the prospect's parents prior to the visit. Copies of these letters must be kept on file in the head coach's and Athletic Department Offices.

I confirm that I have complied with all NCAA, conference and institutional rules during the recruitment of the above prospect.

Signature of Head/Assistant Coach Date _____

Signature of Compliance Coordinator/ Designated Administrator Date _____