

A Quick Message from Coach K

This template does not guarantee responses from **every** college coach you reach out to. What it does guarantee though is that when it does land in the inbox of the college coach who’s been looking for an athlete like you, they’ll have everything they’ll need to know about you right there! i.e *your email isn’t going into the trash bin!* 🎉🎉🎉

**Instructions:**

1. Input your personal info into the brackets, remove the brackets and highlighted text then copy and paste it to your email.

2. Feel free to add your own personal flavor to your recruitment email.  
  
3. **DO NOT** mass email college coaches. Address each coach individually.   
  
4. Don’t forget to actually attach the links and videos!  
  
5. Share your results with me on Instagram @*coachkristaforbes!*



**RECRUITMENT EMAIL**

**Subject Line:**

Your Name | [Your Best Event] [PR] | [Your biggest athletic achievement]

**Body:**

Hi Coach [Insert Name Here]

My name is [First name] [Last Name]. I’m a [year] and a [event Eg. Sprinter] from [high school] in [city], [state or country].

I do the [event 1], [event 2 (if applicable)] and [event 3 (if applicable)]. My PRs are [event 1 pr], [event 2 pr] and [event 3 pr] respectively. I’m [height] and [weight].

My SAT scores are [SAT Scores] with a [score] in reading and a [score] in math. (Feel free to add ACT scores in the same way if applicable. You can add both if you’d like.)

I’m really interested in your program. (This is where you can add that flavor and tell them exactly why.)

Attached are my highlight videos (can be practice footage or competition footage) and links to where you can find my PRs online. (If it’s not online, it doesn’t exist. You need this link.)

If you’re available sometime this week, can we schedule time to talk about your program and what you’re looking for in a potential recruit?

I can be reached at this email address or at [phone number].

Looking forward to speaking with you,

[Your Name]