

**IPFW
ATHLETICS DEPARTMENT
OFFICIAL VISIT CHECKLIST**

Prospect Name:_____ **Sport:**_____ **Date:**_____

1. Have you provided the Prospect with the most recent **Graduation Rate Disclosure Report, Academic Progress Rate, and IPFW Official On-Campus Visit Brochure**?
_____ Yes _____No
2. Are you in receipt of the **Prospect's Official High School/Junior College Transcript**?
_____Yes _____ No
3. Are you in receipt of the **Prospect's ACT or SAT Test Score(s)**?
_____ Yes _____No _____ N/A
4. Has the Prospect registered with the NCAA Clearing House? _____ Yes _____No
If not, prospect must register prior to official vist
5. Has a preliminary Core Curriculum of the prospect been completed? _____ Yes _____No
If not, see the Compliance Officer immediately.
6. Have you informed the Prospect in writing of the **Official Visit Limitations**?
_____ Yes _____No
7. Have you selected an eligible **Student Host**?
_____ Yes _____No
If yes, Host's name:_____.
8. Have you arranged lodging and meals?
_____Yes _____No
9. Have you arranged transportation for the Prospect?
_____ Yes _____ No
10. Will the Prospect have anyone accompanying him/her to campus?
___ Parent ___ Relative ___Spouse ___Other(s)
11. Will you be providing complimentary admissions to IPFW athletic events?
_____ Yes _____No
12. Is the visit scheduled during a **Dead Period** for your sport? _____ Yes _____No

My signature below certifies that all NCAA and IPFW regulations that govern an Official Visit for a prospect have been strictly adhered to.

Coach's Signature:_____ Date:_____