

**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:\_\_\_\_\_