Sample letter

Dear coach Smith

My name is Dylan Gardiner, and I am a senior at Woodbridge Senior High School. I have been swimming competitively since I was 8 years old. I consider myself to be a serious scholar athlete and feel I can assist your program in its continued strive for excellence. I have been in honors classes since 9th grade and have maintained a GPA of 4.1.

The University of (college name) has all the things I am looking for in a college and I would love the opportunity to be part of your family. I have attached my player profile and swimming schedule. I hope you can attend some my swim meets. I look forward to hearing from you and welcome an opportunity to tour the campus with your staff.

Respectfully,

Dylan Gardner

Email address

Cell phone number