

<b>Official Visit Recruiting Record</b> <b>2001-2002</b>
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Sport: \_\_\_\_\_

Prospect's Name: \_\_\_\_\_ SS# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

DOB: \_\_\_\_\_ Graduation Date: \_\_\_\_\_ HS Name: \_\_\_\_\_

**Eligibility Information:**

Applied to Clearinghouse?	YES	NO	
Test Scores Received?	YES	NO	
Transcripts Received?	YES	NO	
5- Visit Letter Sent?	YES	NO	Date: _____

**Dates of Visit:**

Start Date: ____/____/____	Time: _____AM PM
End Date: ____/____/____	Time: _____AM PM

**Method of Travel:** (circle method and complete arrival/departure info)

**AIR**                      **TRAIN**                      **AUTO**                      **COACH TRANSPORT**

Date of Arrival: \_\_\_\_/\_\_\_\_/\_\_\_\_                      Date of Departure: \_\_\_\_/\_\_\_\_/\_\_\_\_

Time of Arrival: \_\_\_\_\_AM PM                      Time of Departure: \_\_\_\_\_AM PM

\*\*\*Prospect Reimbursed for Mileage:                      YES                      NO

**Please list all individuals accompanying PSA (i.e. parents, siblings, friends):**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Lodging: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Lodging: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Lodging: \_\_\_\_\_

**[OVER]**

**PSA's Host Information:**

Student Host: \_\_\_\_\_ PSA's Lodging: \_\_\_\_\_

Entertainment Money Requested:    Y    N    Amount: \$ \_\_\_\_\_  
Student Host Instructions Signed:    Y    N  
Prospect Receipt Signed:            Y    N

**Complimentary Admissions/Entertainment:**

Date: \_\_\_/\_\_\_/\_\_\_ Event: \_\_\_\_\_ Persons Attending \_\_\_\_\_  
Date: \_\_\_/\_\_\_/\_\_\_ Event: \_\_\_\_\_ Persons Attending \_\_\_\_\_  
Date: \_\_\_/\_\_\_/\_\_\_ Event: \_\_\_\_\_ Persons Attending \_\_\_\_\_

**Meals:**

\* **Please be reminded that receipts for siblings, etc., must be attached to ensure proper documentation of expenses that CANNOT be paid by the University.**

Day 1            Date: \_\_\_\_\_  
Breakfast:    Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_  
Lunch:        Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_  
Dinner:        Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_

Day 2            Date: \_\_\_\_\_  
Breakfast:    Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_  
Lunch:        Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_  
Dinner:        Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_

Day 3            Date \_\_\_\_\_  
Breakfast:    Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_  
Lunch:        Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_  
Dinner:        Location: \_\_\_\_\_ Persons Attending: \_\_\_\_\_

**Coach's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**This form, along with the Student Host Instruction form and Prospect's Receipt, should be submitted to the Business Office and the Compliance Office within 2-3 days after the visit.**