

BAY

BAY TO BAY VOLLEYBALL CLUB'S

# COLLEGE COACH EMAIL TEMPLATE



# SUBJECT LINE

In talking about how to email college coaches, the subject line is often overlooked, but one of the most critical pieces of the email.

To get started on writing your subject line, there's a few key pieces of information you need to include: Your grad year, your position, club team, and a piece of information that's unique about you. Have a huge vertical? Are you really tall? Are you looking at an academic- focused school that will be impressed with your ACT score?

\*\*If you have already sent this coach previous emails, you can include the tournament you'll be at next.

## Here are some example subject lines:

- 2020 OH, 10'9 jump, Bay to Bay 17-1, video attached
- 2021 Setter, Bay to Bay 16-1, 4.1 GPA, SCVA Holiday Classic



# WHAT TO INCLUDE

The top of the email is where you need to grab the coach's attention. You can use a stat about the team that interested you or why you'd like to play for them. The next section is to give a little more information about yourself and to show the coach why you would be a good fit for their program. Here is the key information you want to be sure to include when emailing college coaches:

- Your general information: Name, graduation year, high school and Bay to Bay team
- Academics: GPA, test scores, etc.
- Volleyball: position, height, vertical, upcoming schedule
- Cemail, as well as the contact information for your coaches and club directors

The last section should be giving them a specific next step, such as letting the coach know you will be giving them a call at a specific date and time or inviting them to come see you compete. Whatever you do, avoid sending mass, generic emails out to all the coaches you want to contact when emailing college coaches. The coach will know if you took the time to personalize your email, and it will make a difference. Coaches want to recruit players who are genuinely interested in their program—most don't have the time and resources to recruit an athlete who is not likely to commit to their school.





## COLLEGE COACH EMAIL TEMPLATE

The logo consists of a white diamond shape with the word "BAY" in blue capital letters inside it.

Dear Coach \_\_\_\_\_,

I wanted to connect with you after speaking with John Smith, an athlete on your team. He told me about your coaching style, the program, and the university and I believe that I would be a great fit for your program.

My name is \_\_\_\_\_ and I'm an Outside Hitter on Bay to Bay \_\_\_\_\_. My biggest asset is that I'm a team player who focuses both on the court and in the classroom. I'm currently in the top 5% of my class with a 4.0 GPA and a 32 ACT. I'd like to major in \_\_\_\_\_, and I've been researching your school's well-known \_\_\_\_\_ program.

My team will be attending the following upcoming tournaments, I hope that you might be able to stop by and watch me compete:

- SCVA Holiday Classic (December 15-16)
- NCVA Bid Tournament (January 12-13)
- Chicago Bid Tournament (January 19-21)

I'm planning a trip to visit your campus this June, and I would love to meet you or another member of your coaching staff. Can you please let me know if you have any availability to meet with me? If you would like to get my coaches opinion of me, please reach out to my head coach (insert head coach contact info) or my Club Directors (insert Director info).

Thank you,

John Smith

Class of \_\_\_\_\_

Senior Outside Hitter

GPA: 4.0 | ACT: 32

High School, San Jose, CA Phone number: 123-456-7890