

**John Doe**  
**Address**  
**City, State Zip Code**

**Dear** \_\_\_\_\_,

We are very pleased that you have accepted our invitation to join us for an Official Visit at Adelphi University **Month, Day, Year**. This official visit will provide you with an opportunity to learn more about our academic and athletic programs while also introducing you to our faculty, staff and student-athletes. We hope that while on your visit you will get a sense of what life is like on our campus and in our community. By the end of your visit, we think you'll understand why our program has been so successful and why so many students have made Adelphi their #1 college of choice.

**In accordance with NCAA regulations, we would like to make you aware of the following regulations regarding an Official Visit at a Division I institution as per the following NCAA Bylaws:**

**13.6.2.1 One-Visit Limitation.** A member institution may finance only one visit to its campus for a prospective student-athlete.

**13.6.2.2 Number of Official Visits—Prospective Student-Athlete Limitation.** A prospective student-athlete may take a maximum of five expense-paid visits, with no more than one permitted to any single institution. This restriction applies regardless of the number of sports in which the prospective student-athlete is involved and only for expense paid visits to Divisions I or II institutions.

Also per NCAA regulations, we must provide you with additional information regarding items such as Graduation Rates and Initial Eligibility Reports and the NCAA Banned Substance List. Please let me know if you have any questions regarding this information:

**The following link will provide you with information regarding New Initial Eligibility Reports and Requirements:**

[http://www.ncaa.org/wps/wcm/connect/resources/file/ebab404a1266fa1/ie\\_quick\\_ref.pdf?MOD=AJPERES&attachment=true](http://www.ncaa.org/wps/wcm/connect/resources/file/ebab404a1266fa1/ie_quick_ref.pdf?MOD=AJPERES&attachment=true)

**The following link will provide you with information regarding the NCAA 2007-2008 Banned Substance List:**

<http://www.ncaa.org/wps/wcm/connect/resources/file/eb178004a5bd0c0/banned%20drugs%202008-09%2006-02-08.pdf?MOD=AJPERES>

**I have also enclosed the following document for your review:**

- A hard copy of Adelphi's University's most recent Graduation Rates
- Official Visit Guidelines and Acknowledgment Form

Please bring this with you on your visit to Adelphi University – thank you! I will forward you a visit itinerary via email. Please let me know if you or your parents have any questions in regard to the itinerary.

Should you have any questions about NCAA regulations regarding your visit, please do not hesitate to contact the Office of Compliance at (516) 877-4235. Take care **Name of PSA** and we will see you soon!

Sincerely,

**Your Name**  
Head **Team** Coach  
**GO PANTHERS!**

CC: Compliance Office