Level 1 Prospect

When do I start?

- Before starting Junior Year in High School (Before August).

What do I have to do?

- Start Process with College Prospects of America.

Steps to Complete...

- Talk with your CPOA Advisor.
- Make the decision to start the CPOA program and chose service level.
- Complete and send Service Contract and Parental Consent form for CPOA services.
- Cover payment for CPOA Services.
- Receive "Welcome Email" to start program.
- Log into the “MyCPOA” Student portal and review information found there.
- Check assigned “MyCPOA” email account and verifies that it is working properly.
- Establish contact with your personal CPOA Advisor.

What Success looks like at this point in the process?

The Prospect has started his/her CPOA Program, reviewed the Recruiting Tools and information in the MyCPOA Student Portal, and established fluid communication with his/her personal CPOA Advisor.

All of this before starting the first day of classes of his/her Junior Year of High School.
Level 2 Prospect | PHASE ONE

When do I start?

- First Semester of Junior Year in High School (August – December).

What do I have to do?

- Complete Athletic and Academic Profile.
- Film Athletic Video.
- Promotion to College Coaches.
- Prepare for College Entrance Exams.

Steps to Complete...

- Log into MyCPOA Student Portal and verify that student's full name, grad year, desired enrollment date, birth date, and your original email as well as your parent's emails are correctly recorded.
- Complete your athletic and academic information that you would like to have considered for your CPOA Profile.
- Upload the action photo you would like to appear on your CPOA Profile.
- Notify your CPOA Advisor when you have completed the profile information.
- Send your preliminary high school transcripts by email to your CPOA Advisor for your file.
- Film the raw footage for your CPOA Video.
- Complete the SWV Form indicating which takes from the footage you would like included in the final edited version of your video.
- Upload raw footage to YouTube or another storage site for large files.
- Send URL link to the footage with your completed SWV Form to the CPOA Video Department by email.
- Promotion to College Coaches – CPOA and others channels.
- Take PSAT Exam or ACT practice test.

What Success looks like at this point in the process?

The Prospect recorded his/her CPOA profile information in the MyCPOA Student Portal. He/She used the "Filming Guide" to send video footage to CPOA for professional editing. Profile and Video were edited and published by CPOA. Formal promotion was initiated to College Coaches, and fluid communication is established. Preparation for College Entrance Exams started.
When do I start?

- Second Semester of Junior Year of High School (January - June).

What do I have to do?

- Continue Fluid Communication with Coaches.
- Take College Entrance Exams for the 1st time.
- Register for the NCAA or NAIA & submit preliminary transcripts.

What Success looks like at this point in the process?

The prospect's promotion to college coaches was started by CPOA, as well as through other channels, and fluid communication has been established with interested schools. The prospect began studying for the SAT or ACT exam in October of their Junior Year, completed the TestPrep course by the latest March 31st, and was registered for the May/June test of the SAT or ACT. Prospect has also registered with the NCAA or NAIA and has submitted preliminary transcripts.

Steps to Complete...

- If allowed, enter into fluid communication with College Coaches, working to develop relationships with those that show interest in recruiting you.
- All student-athletes should have at least established initial contact (if not more serious, fluid contact) with College Coaches after starting the Fall semester of Junior Year.
- Before March 31st, start CollegePrep (TestPrep Course) to prepare to take the SAT or ACT exams for the first time in May or June.
- The TestPrep course takes 3-4 months to complete properly, so be sure to begin early in the year (Recommended start date is January 15th)!
- Visit the Collegeboard or ACT websites to select the date which you will plan to take the SAT or ACT for the first time. (Preferably for the June exam. At the latest, the September/October exam).
- Before April 30th, create your online account with the Collegeboard or ACT, and complete registration for the SAT or ACT exam on the date you have chosen.
- Take the SAT or ACT exam for the first time.
- Register with the NCAA or NAIA, filing out your personal and academic information as prompted. Make the required payment, and record your username and password to access the account. Send preliminary transcripts.
When do I start?
- First Semester of Senior Year in High School (September - December).

What do I have to do?
- Repeat SAT or ACT Exam
- Take SAT II Subject Tests if necessary.
- Evaluate College Options.
- Apply to Top 5-8 schools.
- Plan College Visits.
- File the FAFSA (October)
- Sign during Early Signing Period if possible (November).

What Success looks like at this point in the process?
The prospect took their SAT or ACT exam, achieving a satisfactory or excellent score (minimum of SAT 960 or ACT 18 for most prospects). College options were evaluated using the CollegePrep tools and working together with the CPOA Advisor, and 5-7 schools were selected to apply to. Based on these selected options, the prospect made arrangements to meet application requirements (essays, recommendation letters, SAT II, etc) and submitted completed applications before the school’s required deadline, or by December 31st.

Steps to Complete...
- Take the SAT or ACT exam for a second time (preferably before October 31st, at the latest by December 31st.).
- When test scores are received, use the CollegePrep (Match&Fit and Cost&Aid sections) to evaluate possible college options.
- With help from your CPOA Advisor and results of CollegePrep evaluation tools, determine to which 5-8 schools you will be applying.
- Note application deadlines and requirements for these schools.
- Write Application Essays.
- Ask for/receive Recommendation Letters from your teachers.
- Plan College Visits to schools you have selected.
- Take SAT II Subject Tests if required by schools you will be applying to.
- File FAFSA Form by October 31st.
- If possible, sign NLI or LOI (NCAA Div1, Div II, NAIA, some JUCO schools) with the school of your choice during Early Signing Period (exact dates vary by sport).
- Before December 31st (or by school's application deadline) complete and turn in applications to your top 5-8 choices.
PHASE TWO

When do I start?

- Second semester of Senior Year in High School (January - June).

What do I have to do?

- Finalize the FAFSA (if not done in October).
- Make Final College Decision.
- Finalize College Application.
- Finalize Athletic Eligibility Process.

Steps to Complete...

- If you did not file your FAFSA during the 1st semester of Senior Year, we recommend you file your FAFSA by January 31st (at the latest March 31st).
- If you haven't yet done so, retake the SAT or ACT exam in January.
- Once test scores are available, send official score reports to schools where you have applied and to the NCAA or NAIA. You should do this before February 28th.
- With the help of your CPOA Advisor, determine your Top 3 Options from the schools you applied and have been admitted (or conditionally admitted) to.
- With the help of your CPOA Advisor, and once you have been officially offered admission; make your Final College Decision.
- Before April 30th, sign or make a verbal commitment to the coach at the school you have chosen.
- Notify other coaches that you have been in contact with that you have made your final decision and will not be attending their schools. Be sure to thank them for their time and interest!
- Request NCAA Final Amateurism Review before the 30th of April (for prospects who have selected an NCAA school).
- Send Final HS Transcripts to the NCAA or NAIA, as well as the college you have chosen, as soon as they are available.

What Success looks like at this point in the process?

The Prospect took the SAT or ACT exam for a second time and raised their score. The FAFSA was filed (before Jan 31st!) Before the 30th of April, the prospect made his/her Final College Decision and made a verbal/written agreement with the coach at this school. He/She finalized the application for this college and finalized the NCAA or NAIA eligibility process, sending in the required documentation, in the required manner.
Level 3 Prospect | PHASE THREE

When do I start?
- After graduation from High School (July-August).

What do I have to do?
- Make final preparations for college.
- Travel to the school in time for Freshman Orientation.
- Start College!

Steps to Complete...
- Work with your coach and CPOA Advisor to confirm date you need to arrive at school in time for preseason workouts (if required) and Freshman Orientation.
- Send any remaining requirements to the college and your coach (uniform sizes, housing arrangements, etc).
- Pay housing deposit if necessary.
- Contact your future roommate.
- Register for classes online if available.
- Make final travel arrangements (plane tickets, transportation, meeting coach and team, etc).
- Start College!!

What Success looks like at this point in the process?
Prospect made final arrangements in preparation for starting school, as well as travel arrangements to arrive on time. Prospect travelled to school in time for Orientation, and began his/her Freshman Year! Success!

CPOA SUCCESS!