



**Glenville State Athletics – Compliance Office**  
**PROSPECTIVE STUDENT – ATHLETE**  
**TRANSPORTATION REPORT**

**To be completed by the Head Coach and prospect following an official visit then submitted with Expense Report to the Athletic Director.**

Name: \_\_\_\_\_ Sport: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Arrived Campus: \_\_\_\_\_  
Date Time

Departed Campus: \_\_\_\_\_  
Date Time

Point of Origin: \_\_\_\_\_  
Date Time

Mode of Transportation:

\_\_\_\_\_ Airfare \$ \_\_\_\_\_  
\_\_\_\_\_ Personal Car Total Round – Trip Mileage \*: \_\_\_\_\_ miles X \$0. \_\_\_\_\_ /mile = \$ \_\_\_\_\_

\*Must calculate mileage on Mapquest.com and attach a printout to this form

Prospect's Relationship to Owner of Vehicle: \_\_\_\_\_ Parent \_\_\_\_\_ Self \_\_\_\_\_ Other\*  
\*If other, please provide owner's name & relationship: \_\_\_\_\_

Who traveled with the Prospect? \_\_\_\_\_

\_\_\_\_\_ Taxi \$ \_\_\_\_\_  
\_\_\_\_\_ Other Explain: \_\_\_\_\_

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In accordance with NCAA legislation, anytime a prospect travels by automobile on an official paid visit, the institution may pay round-trip expenses to the prospect incurring the expense at the same mileage rate it allows its own personnel. Any automobile may be used by the prospect, provided the automobile is not owned or operated or is use arranged by the institution or any representative of its athletics interests.

Therefore, this is to acknowledge that I have received \$ \_\_\_\_\_ from Glenville State College as reimbursement for mileage from automobile transportation for \_\_\_\_\_ miles.

OR I incurred \$ \_\_\_\_\_ for other means of transportation costs (e.g. taxi cab fare, airfare).

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PROSPECT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

RECRUITING COACH

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_