

Distribute this step-by-step letter to students and parents to explain CoreCourseGPA.com and guide them through their individual account creation. It is also recommended that you place the text of this letter on your school athletic webpage.

Dear Parent/Guardian,

We are pleased to inform you that Westwood High School is making CoreCourseGPA.com, a web-based software program, available to all Westwood High School student-athletes and their parents/guardians **free of charge**.

If your child has aspirations of competing athletically as a freshman at an NCAA Division I or Division II school, they must meet NCAA Initial-Eligibility minimum standards, including minimum core course GPA and SAT/ACT test score requirements. CoreCourseGPA.com is an innovative tool that allows you to easily track your son or daughter's progress towards meeting these requirements, beginning as soon as the first semester of their freshman year.

To activate your child's CoreCourseGPA.com membership, follow these simple steps:

1. Go to **www.CoreCourseGPA.com**
2. Click on "**New Free Member Account**" in the upper left corner and enter the School ID and School Code:
Students/Parents:
School ID: 410211
School Code: 779349500
3. Click "**Continue**."
4. **Fill in the appropriate fields** in the **Create New Student Account** form.
Remember to write down the new Member Name and Password you have created
5. Click "**Submit**."
Congratulations! You have successfully created your CoreCourseGPA.com member account.

To login to your member account and begin using the CoreCourseGPA.com software, follow these simple steps:

1. Go to **www.CoreCourseGPA.com**
2. Enter your **Member Name** and **Password** in the **Member Login** box in the upper right corner.
Use the Member Name and Password you created during the account activation process
3. Click "**Login**."
Begin using your CoreCourseGPA.com account!

CoreCourseGPA.com incorporates the NCAA recognized core courses for Westwood High School into the online course entry forms, calculates BOTH Division I and Division II core course GPA, automatically factors weighted grades into calculations and tracks course requirements for BOTH Division I and Division II. Your son or daughter's core course information is saved for the duration of their high school career.

Westwood High School is proud to make this innovative software available to you free of charge. We believe CoreCourseGPA.com will be a very useful academic tool for you and your student-athlete.

CoreCourseGPA.com also provides you access to free recruiting webinars through FreeRecruitingWebinar.org, a nonprofit program. Webinar previews as well as full length recruiting webinars may be accessed on the FreeRecruitingWebinar.org website. Viewing a full length webinar is highly recommended to learn about the facts and rules of recruiting. The recruiting process starts in the freshman year. Make sure you are prepared.

Sincerely,

Your Name Here

IT IS IMPORTANT TO NOTE THAT YOUR USE OF CORECOURSEGPA.COM IS NOT A SUBSTITUTE FOR REGISTERING WITH THE NCAA ELIGIBILITY CENTER AFTER THE COMPLETION OF SIX HIGH SCHOOL SEMESTERS.