



UNIVERSITY OF TEXAS AT EL PASO

ATHLETICS COMPLIANCE OFFICE
OFFICIAL VISIT APPROVAL FORM



This form must be TYPED

Submitted by: \_\_\_\_\_ Sport: \_\_\_\_\_ Date: \_\_\_\_\_

Prospect's Full Name ( First, Middle, last on ID for travel): \_\_\_\_\_

NCAA Eligibility Center ID#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Home Address (Street, City, State and Zip): \_\_\_\_\_

High School Grad Year: \_\_\_\_\_ High School / City & State \_\_\_\_\_

Transfer: Yes\_\_\_ No\_\_\_ 2 year: \_\_\_\_\_ 4 year: \_\_\_\_\_

Graduated or on track to from 2 year? Yes\_\_\_ No\_\_\_ Date:\_\_\_\_\_ Grad Student: Yes\_\_\_ No\_\_\_

Official Visit Start Date: \_\_\_\_\_ Official Visit End Date: \_\_\_\_\_

Mode of Travel: [ ]Auto [ ]Air If auto, who owns the vehicle, and relationship to prospect?\_\_\_\_\_

Is UTEP paying for the PSA's: [ ]Travel [ ]Lodging [ ]Meals

Is the prospect being accompanied by others? Yes \_\_\_ No\_\_\_

If yes, please list Full name (on ID) and relationship to the prospect and if travel will be paid for:

Table with 4 columns: Full Name (on ID), Birthdate (if Flying), Relationship, UTEP will pay for: [ ]Travel [ ]Lodging [ ]Meals

Please provide any additional information that is pertinent to travel (any additional guest, younger siblings, etc.):

If requesting complimentary ticket please go to Spry, SprySign, Official/ Unofficial Visit ticket request. You will go to the far right and click on [ ] to fill out the form.

Student-Athlete Host/s: \_\_\_\_\_ Student-hosting activities can not occur on an off day. SA can not volunteer to host on their day off. Please ask Compliance if you have any questions.

(Compliance will send Student host form via Spry)

Will you be providing your host with host money: [ ] YES [ ] NO

If yes, please have cash advance submitted at least 10 business days ahead of time. If this is for a visit scheduled in a time period shorter than the 10 days please reach out to Linda Guerrero in ABO.

PLEASE ATTACH TRANSCRIPT

PLEASE ATTACH ITINERARY

If itinerary is not ready at time of submission, please send to compliance when you send it to the PSA prior to visit occurring

Did you check your recruiting calendar before submitting this form: [ ] YES [ ] NO Recruiting Calendars

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**TO BE COMPLETED BY COACH FOR ANTHONY TRAVEL**

Departure Airport/s:

Preferred time of the day:    AM            Mid-day            PM

Preferred Hotel:    1<sup>st</sup> choice \_\_\_\_\_  
                          2<sup>nd</sup> choice \_\_\_\_\_  
                          3<sup>rd</sup> choice \_\_\_\_\_

Known Traveler number (KTN):  
(Name, Number)

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**TO BE COMPLETED BY COMPLIANCE OFFICE**

Transcript(s) on file in Compliance office:    YES  
In Transfer Portal/release provided:            YES            NO            N/A  
Placed on Eligibility Center IRL:                YES            NO ACCOUNT  
Eligibility Center status: \_\_\_\_\_  
Check recruiting calendar:                        YES

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Compliance Office Signature

Date

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**TO BE COMPLETED BY ATHLETICS BUSINESS OFFICE AND SENT TO ANTHONY TRAVEL**

TA Number: \_\_\_\_\_

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**INFORMATION SENT TO:**

ANTHONY TRAVEL

SPORTS ADMINISTRATOR

ADMINISTRATIVE ASSISTANT

MAAC

COACHING STAFF