**AWARD LETTERS LIST**

1. Read “**Lettering Standards and Due Dates**” before completing this form.
2. Please print or type all requested information clearly or the form will not be accepted.
3. The maximum number of letters for my sport is\_\_\_\_\_\_\_\_\_\_\_.
4. Please list in alphabetical order athletes who will receive a letter in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **STUDENT ID #** | **LAST NAME** | **FIRST NAME** | **GRADE** | **Male / Female** |
| **1.** |  |  |  |  |
| **2.** |  |  |  |  |
| **3.** |  |  |  |  |
| **4.** |  |  |  |  |
| **5.** |  |  |  |  |
| **6.** |  |  |  |  |
| **7.** |  |  |  |  |
| **8.** |  |  |  |  |
| **9.** |  |  |  |  |
| **10.** |  |  |  |  |
| **11.** |  |  |  |  |
| **12.** |  |  |  |  |
| **13.** |  |  |  |  |
| **14.** |  |  |  |  |
| **15.** |  |  |  |  |

1. Coach ensures athletes have not previously lettered in their sport. Athletes will only receive one letter from the athletic office.
2. Submit the completed form to your Campus Coordinator and keep a copy.
3. The Campus Coordinator signs and emails this form to amsanch1@episd.org and cc cpinson@episd.org and your coach.

**\*Failure to follow these instructions will delay or forfeit your athlete’s letters.**

**COACH SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SCHOOL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COORDINATOR SIGNATURE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SCHOOL YEAR\_\_\_\_\_\_\_\_\_\_\_\_\_\_**