**Student Name & Sport: \_\_\_\_\_\_\_ Class:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Professor: Day and Time of Class:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NOTICE OF CLASS ABSENCE DUE TO INTERCOLLEGIATE ATHLETIC COMPETITION**

The student-athlete presenting this notice acknowledges that he/she is responsible for material and announcements covered during their absence. Student-athletes will notify professors of any changes to the above schedule.

The Department of Athletics appreciates your assistance in the support of the well-being of our student-athletes.

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| --- | --- | --- | --- | --- | --- |
| **Competition Date** | **Day** | **Opponent** | **Departure Time From Class** | **Depart EC** | **Game Time** |
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Per NCAA rules and regulations pre-game warm up times vary from 60-90 minutes prior to the start of the contest. Home contests dismissal times are slotted for 45 minutes prior to respective warm up times and away contests dismissal times are slotted for 30 minutes prior to their bus departure respectively. This time period allows for the student-athlete to fuel their bodies and head to the Athletic Training Room for treatment, if needed, as well as, get to their locker room to change into their uniforms so that they are on time for their team warm ups.

Please know we work very hard to minimize missed class times. Academics are a priority for our department. This past year we created scheduling guidelines to better balance our schedules with home and way contests and start times to lessen the academic impact. Some start times are dictated by our conference and unfortunately, we do not to have the flexibility to change a start time in many instances, especially at those facilities where there are no lights. Our promise to our faculty is, any time we have an opportunity to keep our student-athletes in the class room, we will.

**Statement on Approved Absences**

*Approved by Faculty Meeting — October 2006*

https://www.earlham.edu/policies-handbooks/statement-on-approved-absences/

Formally, the College has expressed a statement on approved absences for students in acknowledging religious observances. We also acknowledge students who participate on varsity athletic teams, upon consultation with their faculty, shall be excused when required for conference travel. It is not the expectation of the College, that Faculty approve absences from course time when information is simply provided via the faculty list serve. Further, when possible, it would be helpful to include information about field trips that will require students to leave campus during the time frame of the academic daily/weekly schedule, on the course schedule. This would allow students to know in advance how to plan their time. Faculty are also expected to clearly articulate their expectations for attendance on the course syllabus.

Steve Sakosits

Interim Director of Athletics/Head Baseball Coach

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