Student Athlete Competition Absence Notification and Agreement

Student’s Name: ________________________________  UIN: ____________________
Student’s Sport: ________________________________  Sport Season: ______________

Instructor’s Name: ________________________________  Email: ______________
Course and Section: ________________________________  Semester: ______________

My competition schedule is available at: [add link to webpage]

This form is intended to help the student and instructor develop a clear understanding of expectations for competition-related absences. To facilitate this discussion of this Agreement should be reviewed and completed at the beginning of the term. The Center for Student Athlete Services is available to consult with instructors and students on issues concerning athletes and attendance and can facilitate the completion of this Agreement.

Student Rule 7 defines “Mandatory participation as a student athlete in NCAA-sanctioned competition” as a University Excused Absence. As further described in Student Rule 7, “If a student’s absence is excused, the instructor must either provide the student an opportunity to make up any quiz, exam or other work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor.” This form serves as official notification of my competition-related absences.

1. Would you like reminders about upcoming competitions? If so, what communication (email, phone, etc.) do you prefer?

2. What is the procedure for turning in homework/assignments/projects due the day of a competition absence?

3. What is the procedure for making up missed quizzes, examinations, or in-class graded assignments given on the day of a competition absence?

4. Can in-class graded work be completed in advance of a competition absence? If so, what is the process?

5. If class participation contributes to the final grade, what is the make-up process for participation lost on days of competition absence?

If at any point, the instructor and/or the student have questions or concerns about this agreement, competition absences or provision of make-up work, the Center for Student Athlete Services should be notified as soon as possible so they can address the concerns and work to resolve them.

Student’s Name: ________________________________  Date: ____________________
Student’s Signature: ________________________________  Date: ____________________

Instructor’s Name: ________________________________  Date: ____________________
Instructor’s Signature: ________________________________  Date: ____________________

All parties should keep a signed copy of this agreement and a signed copy should be returned to Athletic Program Resources.