



September 1, 2011

Dear Professor:

Due to my commitment to the Siena Women’s Volleyball program, I wanted to let you know, in advance, of potential schedule conflicts that may occur. Although the Metro Atlantic Athletic Conference works to schedule games that will have a minimum amount of interference with class time, complete avoidance of absences is not possible. Highlighted below are dates and times for both home and away competition that will conflict with attendance in your course. If the amount of absences is *not* acceptable, per your attendance policy, please inform me immediately so that I may consider enrolling in a different course or section (prior to the last day to add a course, September 13th).

DATE	COMPETITION	STUDENT	OPPONENT	LOCATION
	START TIME	REPORT TIME		
Thurs. Sep 29th	7pm	5pm	Marist	Loudonville, NY
DEPARTURE DATE	COMPETITION	RETURN DATE	OPPONENT	LOCATION
& TIME	DATE & TIME	& EST. TIME		
Wed, Sept. 7th, 1pm	Sept. 7, 7pm	Sept. 7, 11pm	Binghamton	Binghamton, NY
Fri. Sept. 9th, 10am	Sept. 9, 5pm	Sept.10, 9pm	Colorado	Fordham, Bronx, NY
Wed. Oct. 5th, 12pm	Oct. 5, 7pm	Oct. 5, 11pm	Fairfield	Fairfield, CT
Tues. Oct .25th, 2pm	Oct. 25 th , 7pm	Oct. 25, 7pm	Iona	New Rochelle, NY
Wed. Nov. 2, 4pm	Nov. 2, 7pm	Nov. 2, 10pm	Suny Albany	Albany, NY
Sat. Nov. 19, 10am	Nov. 19-21, TBA	Nov. 21, 10pm	MAAC Championships	Jersey City, NJ

I understand that it is my responsibility to make up any work that is missed and to come to you with any questions or concerns I may have, including scheduling conflicts involving tests and/or quizzes. Please do not hesitate contacting my Athletic Academic Advisor, Gail Picillo at 783.2993 with any questions or concerns. She will be in touch with you throughout the semester, inquiring about my progress in your class. She is also available as a resource to proctor any missed exams/quizzes on your behalf. Further, I can assure you, that with the resources I am encouraged to take advantage of, I will not at any point in the semester sacrifice my education for athletics.

Student-Athlete’s Printed Name

Student-Athlete’s Signature