Date: February 19, 2018

To: The Faculty

From: Michele Gillespie, Dean of the College
       Jane Caldwell, Associate Athletic Director for Student-Athlete Academic Counseling

Subject: Women’s Basketball – Classes Missed – Spring Semester 2018 (Rev. 2/19/18)

The following students are either members of the Wake Forest University men’s basketball team or its student managers/trainers. Certain competitions, which are University authorized events, require these students to miss class. These students are aware that they need to make up all class assignments, quizzes, and/or tests missed because of travel. If at all possible, please allow them to reschedule their assignments. If you have any questions, please do not hesitate to call me at x6010. Thank you for your help and understanding.

**Class Days Missed:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Class Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, February 1, 2018</td>
<td>Boston, MA</td>
<td>All Classes</td>
</tr>
<tr>
<td>Wednesday, February 7, 2018</td>
<td>Durham, NC</td>
<td>All Classes</td>
</tr>
<tr>
<td>Wednesday, February 21, 2018</td>
<td>Clemson, SC</td>
<td>Classes 12:30 pm and after</td>
</tr>
<tr>
<td>Thursday, February 22, 2018</td>
<td>Clemson, SC</td>
<td>All Classes</td>
</tr>
<tr>
<td>Wednesday, February 27, 2018</td>
<td>ACC Tournament – Greensboro, NC</td>
<td>All Classes</td>
</tr>
<tr>
<td>Thursday, February 28, 2018</td>
<td>ACC Tournament – Greensboro, NC</td>
<td>All Classes</td>
</tr>
<tr>
<td>Friday, March 1, 2018</td>
<td>ACC Tournament – Greensboro, NC</td>
<td>All Classes</td>
</tr>
<tr>
<td>Monday, March 4, 2018</td>
<td>ACC Tournament – Greensboro, NC</td>
<td>All Classes</td>
</tr>
<tr>
<td>Tuesday, March 5, 2018</td>
<td>ACC Tournament – Greensboro, NC</td>
<td>All Classes</td>
</tr>
<tr>
<td>Wednesday, March 14, 2018</td>
<td>NCAA Tournament</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**Team Members:**

- Maya Banks
- Elisa Penna
- Ariel Stephenson
- Raegyn Branch
- Ivana Raca
- Ona Udoh
- Amber Campbell
- Alex Sharp
- Destini Walker
- Gina Conti
- Kortni Simmons
- Tyra Whitehead

**Team Managers:**

- Regina Mundy
- David Anderson
- Doug Maier
- Hannah Creel
- Autumn Jackson

*Please see back of this letter for Excused Absence Policy

The dates for competitions are subject to change. When changes are made, we will notify you as soon as possible.

All team letters (for “missed classes” and the “missed class policy”) are on line and can be accessed by going to [http://www.wakeforestsports.com/](http://www.wakeforestsports.com/) > Inside Athletics > Student-Athlete Services > Faculty Resources.
Wake Forest University Communication Concerning Grades and Excused Absence Policy

All student-athletes have signed forms allowing us (Student-Athlete Services) access to class information including grades, attendance and effort. You may receive an email from Jane Caldwell asking for information. Please call or email us if you have any student concerns throughout the semester.

The Athletic Department complies with the policy set by Wake Forest University and the Faculty Athletic Committee concerning excused absences for varsity sports.

Teams: Baseball  Men’s and Women’s Golf  
Men’s and Women’s Basketball  Men’s and Women’s Soccer  
Women’s Field Hockey  Men’s and Women’s Tennis  
Football  Women’s Volleyball  
Men’s and Women’s Cross Country/Track and Field

That for all sports, the Athletic Director requests excused absences for no more than 10 absences per semester and no more than 6 absences on any given day of the week (with the exception of men’s and women’s golf no more than 14 absences and no more than 8 absences on any given day). This applies to regular season competition. (Labs should be scheduled on days of fewer absences.);

(Absences for the ACC Tournament and the NCAA Tournament are allowed in addition to those during the season.)

If you have any questions concerning the excused absence policy, please contact Dean Michele Gillespie, Dean of the College at gillesmk@wfu.edu or Jane Caldwell, Associate Athletic Director for Student-Athlete Academic Counseling at caldwejh@wfu.edu or X6010.

The Faculty Athletic Committee recommends that the faculty cooperate with the Athletic Department in reporting unexcused absences by athletes.

The policy stated above was developed for varsity sports only. Wake Forest also has many club sport teams. Club sport teams are not included in the Wake Forest University excused absence policy. The following are club sport teams:

Ballroom Dancing  Men’s and Women’s Rugby  
Baseball  Running  
Basketball  Snow Ski  
Crew  Men’s and Women’s Soccer  
Cycling  Softball  
Equestrian  Swimming  
Fencing  Table Tennis  
Field Hockey  Men’s and Women’s Tennis  
Men’s and Women’s Golf  Men’s and Women’s Ultimate Frisbee  
Gymnastics  Unified Rhythms  
Ice Hockey  Men’s and Women’s Volleyball  
Karate  Wake Board  
Men’s and Women’s Lacrosse  Water Skiing  
ORAC  Wrestling