Date: November 6, 2017

To: The Faculty

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

Subject: Women’s Golf – Classes Missed – Fall Semester 2017 (Rev. 11/6/17)

The following students are either members of the Wake Forest University women’s golf 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:
Monday, September 4, 2017          Kiawah Island, SC          All Classes
Tuesday, September 5, 2017         Kiawah Island, SC          All Classes
Monday, September 18, 2017         Knoxville, TN              All Classes
Tuesday, September 19, 2017        Knoxville, TN              All Classes
Wednesday, November 1, 2017       Cabo St. Lucas, MX          All Classes
Thursday, November 2, 2017         Cabo St. Lucas, MX          All Classes
Friday, November 3, 2017           Cabo St. Lucas, MX          All Classes
Monday, November 6, 2017           Cabo St. Lucas, MX          All Classes

Team Members:
Chavisa Dechathipa           Siyun Liu
Antonia Eberhard             Emilia Migliaccio
Erica Herr                   Vinh-Hop Ngo
Jennifer Kupcho              Monica Schumacher

*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/ > 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 Basketball
- Women’s Field Hockey
- Football

Men’s and Women’s Cross Country/Track and Field

Men’s and Women’s Golf
Men’s and Women’s Soccer
Men’s and Women’s Tennis
Women’s Volleyball

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
- Baseball
- Basketball
- Crew
- Cycling
- Equestrian
- Fencing
- Field Hockey
- Men’s and Women’s Golf
- Gymnastics
- Ice Hockey
- Karate
- Men’s and Women’s Lacrosse
- ORAC

Men’s and Women’s Rugby
Running
Snow Ski
Men’s and Women’s Soccer
Softball
Swimming
Table Tennis
Men’s and Women’s Tennis
Men’s and Women’s Ultimate Frisbee
Unified Rhythms
Men’s and Women’s Volleyball
Wake Board
Water Skiing
Wrestling