Date: February 12, 2018

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 – Spring Semester 2018 (Rev. 02-12-18)

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:**

- **Friday, February 9, 2018**
  - Los Angeles, CA
  - Classes 11AM and after

- **Monday, February 12, 2018**
  - Los Angeles, CA
  - All Classes

- **Tuesday, February 13, 2018**
  - Los Angeles, CA
  - All Classes

- **Wednesday, February 14, 2018**
  - Los Angeles, CA
  - All Classes

- **Thursday, March 1, 2018**
  - Hilton Head, SC
  - All Classes

- **Friday, March 2, 2018**
  - Hilton Head, SC
  - All Classes

- **Monday, March 19, 2018**
  - Auburn, AL
  - All Classes

- **Tuesday, March 20, 2018**
  - Auburn, AL
  - All Classes

- **Thursday, April 5, 2018**
  - Brown Summit, NC
  - All Classes

- **Friday, April 6, 2018**
  - Brown Summit, NC
  - All Classes

- **Thursday, April 19, 2018**
  - ACC Championship-Greensboro, NC
  - All Classes

- **Friday, April 20, 2018**
  - ACC Championship-Greensboro, NC
  - All Classes

- **Monday, May 7, 2018**
  - NCAA Regionals – TBD
  - All Classes

- **Tuesday, May 8, 2018**
  - NCAA Regionals – TBD
  - All Classes

- **Wednesday, May 9, 2018**
  - NCAA Regionals- TBD
  - All Classes

**Team Members:**

- Chavisa Dechathipat
- Jennifer Kupcho
- Vinh-Hop Ngo
- Antonia Eberhard
- Siyun Liu
- Monica Shumacher
- Erica Herr
- Emilia Migliaccio

*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 Basketball  
Women’s Field Hockey  
Football  

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