STUDENTS’ CLASS ABSENCE NOTIFICATION

UW-RIVER FALLS ATHLETIC DEPARTMENT
TEAM TRAVEL

The __________________________ team will be traveling to __________________________ (Site)

for a university-sponsored athletic competition. The team will be leaving at __________________________ (Time)

on __________________________ and return on __________________________ (Date)

(The Date)

The students listed below will be absent from class on __________________________ (Date)

These students understand that all missed work is their responsibility.* Thank you for your support and cooperation.

______________________________ ______________________________
Coach’s Signature Athletic Director’s Signature

_________________________________________
Date

*As per the UWRF Faculty/Academic Staff Handbook [22nd Edition] Chapter VIII-8.2.11.

8.2.11 University Sponsored Off-campus Activities and Field Trips: Students will not be penalized for missing class in order to participate in University sanctioned events. If class attendance is a requirement, missing a class in order to participate in a University-sanctioned event will not be counted as an absence. Such absences do not relieve the students of any of their class responsibilities (e.g., homework, exams, lecture notes, etc.). Students are responsible for completing course requirements that are due on the dates of University-sanctioned events per prior agreement with the instructor. A University-sanctioned event is defined to be any extracurricular event (e.g., educational field trips or conferences, theatrical performances, intercollegiate athletic contests, musical performance or tours, etc.) as approved by the sponsoring Department and the Provost and Vice Chancellor for Academic Affairs or designee.