



Dear Professor,

My name is [REDACTED], and I am a student-athlete and member of the University of Central Arkansas Men's Basketball team. Our competition season is both the fall and spring semesters. I will be missing a few classes during this time for competition only. I will not miss class for any other athletic related activity (practice, strength and conditioning, study hall, community service, etc.).

Listed below you will find the days we will be gone. I have highlighted the days I will miss in your class. I understand that it is my responsibility to remind you prior to my departure that I will be missing class due to my competition schedule. Along with my verbal reminder, coaching staff will send a notification through GradesFirst approximately a week in advance. I understand that you will decide how I receive any missed class work and you will determine when, where and what time I will make up exams, quizzes, homework, projects, etc. Every hotel we stay in will have wifi access; therefore not having wifi access will not be an excuse. Some assignments are recommended to be done using a wired connection; I will do my best to have those done before we leave.

With this letter I hope to begin open communication with you and plan for success in your class. I have another sheet for you to sign that will indicate you have received and understand this letter. If you have any questions or concerns, please feel free to contact me, my Academic Advisor, or my coach. All contact information is below.

Thank you very much for helping me pursue my dreams both in the classroom and on the court as a student-athlete for the University of Central Arkansas.

Sincerely,

[REDACTED]
Student-Athlete
E: [REDACTED]@cub.uca.edu
C: [REDACTED]

Andrew Falkner
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Anthony Boone
Head Coach
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DATE	DEPARTURE TIME
FRIDAY 1/17/20	11 AM DEPARTURE
FRIDAY 1/31/20	2 PM DEPARTURE
TUESDAY 2/4/20	8 AM DEPARTURE
WEDNESDAY 2/5/20	ALL DAY
THURSDAY 2/6/20	ALL DAY
FRIDAY 2/7/20	ALL DAY

DATE	DEPARTURE TIME
FRIDAY 2/14/20	8 AM DEPARTURE
TUESDAY 2/18/20	2 PM DEPARTURE
WEDNESDAY 2/19/20	ALL DAY
FRIDAY 2/28/20	8 AM DEPARTURE
TUESDAY 3/3/20	8 AM DEPARTURE
WEDNESDAY 3/4/20	ALL DAY

When we have more information on the Southland Conference Tournament (March 11-15) and when we would actually depart for it, a notification will be sent.