



August 28, 2017

Dear Professor:

Drake Athletics is committed to the success of our student-athletes both in competition and in the classroom. We understand that first and foremost, our job is to ensure that our student-athletes are here to learn and to find lifelong opportunity through education. We want to work with you to facilitate their academic success.

**First Last (ID#)** is a member of the 2017-2018 Drake University Men's Basketball team. The schedule below indicates the events which may impact his class attendance this semester. He will be responsible to work with you to make arrangements ahead of travel to complete requirements for any missed classes. All athletics competition schedules are approved through the Intercollegiate Athletics Council (IAC) and this Faculty Senate Committee ensures that student-athletes will not miss excessive class time due to participation in athletics.

If an absence, due to an athletic event impacts your class, the Department of Athletics expects the student-athlete to make arrangements ahead of their travel dates to complete requirements (i.e. assignments, exams, presentations, etc.) for missed classes. In addition to exams/quizzes being administered by you at an alternate time, proctors can also be made available to monitor at the site of the student-athlete's competition. If you would like an assessment to be proctored, please email [Stephanie.sledge@drake.edu](mailto:Stephanie.sledge@drake.edu) who can assist with scheduling and answer any questions you may have.

Our student-athletes, staff, and coaches are committed to living the Bulldog Way. Excellence, integrity, and greatness are values we strive for daily. If you have any questions, please do not hesitate to contact either of us. We look forward to working with you.

Sincerely,

Megan A. Franklin, Ph.D.  
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Senior Woman Administrator  
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Steve Scullen, Ph.D.  
Professor of Management and International Business  
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**Men's Basketball Schedule**

Departure Date/ Time	Return Date/Time	Opponent	Location
11/15 8am	11/21 11pm	Paradise Jam Tournament	Virgin Islands
11/28 3pm	11/29 11pm	Nebraska-Omaha	Omaha, NE
11/30 3pm	12/3 11pm	Wyoming	Laramie, WY
12/5 12pm	12/6 11pm	South Dakota	Vermillion, SD
12/10 8am	12/11 11pm	Minnesota	Minneapolis, MN

Please provide one copy to each instructor