

## **CLASS ABSENCE FOR STUDENT-ATHLETES**

### **Rationale:**

Seattle University sponsors intercollegiate athletic programs at the Division I level. We wish to recognize the role students have outside the classroom in making distinctive contributions to the university. The purpose of this policy is to set forth principles and procedures that support students' academic success, facilitate their participation in Division 1 sports, reduce scheduling conflicts, provide a framework for negotiating those that remain unavoidable, and ensuring both the integrity of the academic process as well as the equitable treatment of our students

### **Principles:**

1. At Seattle University, our student-athletes are held to the same standard of academic excellence expected of all students.
2. In accord with NCAA Bylaws, the athletics program will take every measure to minimize the number of classes student-athletes must miss due to athletic competition by taking the academic calendar and schedule into account when scheduling athletic competition, practice, and team meetings.
3. Faculty members should not penalize student-athletes for missing classes due to conflicts with scheduled athletic contests or related travel.
4. It is recognized that certain course activities are necessary to meet course and/or program requirements. Student-athletes should make every effort to minimize conflicts with such academic activities, e.g. clinicals, labs and field trips.
5. Authorized absences for scheduled athletic competitions and related travel do not relieve student-athletes of their class responsibilities, including any course material covered during a missed class.
6. Where there are schedule conflicts, absences, or other issues, students, faculty, Faculty Athletics Representative (FAR) and the Assistant Athletic Director (AAD) should work in concert for the most optimal solution. This protects the integrity of the academic process while enabling, when possible, the student to participate in university sanctioned athletic events.

### **Procedures:**

#### *Prior to Term*

1. The Faculty Athletics Representative and Assistant Athletics Director will meet annually with each college and/or departments in order to best collaborate to support student-athletes' academic success.
2. The Faculty Athletics Representative and Athletics Administration will review a 90% complete proposed travel schedule for each sport 6 months in advance of the season. The draft will include the time and date of competition, destination, departure time, travel

time, and return time. The Faculty Athletics Representative has the authority to ask that the travel schedule be modified to reduce the number of class absences.

3. Faculty should have previous course syllabi available to students. Students-athletes should consult syllabi in considering their course selections and contact faculty should they have any questions.
4. Student-athletes will make an effort to schedule classes that limit the amount of class missed due to scheduled competitions and associated travel. They should always consult with their academic advisors for help in developing their schedules.
5. Faculty should indicate on the course syllabus, available to students on the first day of class, the dates of all major exams, due dates for paper or project submissions, and dates of field trips and other mandatory class-related activities. This does not preclude faculty changing the syllabus as needed during the quarter.
6. Competition will not be scheduled on any day on which final examinations are scheduled unless prior approval has been received from the Provost.
7. No practice session or team meeting may be scheduled during mandatory Orientation sessions, e.g., summer orientation, school orientations.

*Start of Term* (before add/drop)

1. For sports in season, student-athletes will receive class absence notification forms from the Assistant Athletic Director prior to the first day of class. They should hand-deliver these letters to faculty members preferably on the first day of the quarter (before the end of add/drop period) for notification and arrangements.
2. Student-athletes are responsible to review the syllabus, note potential conflicts, and initiate resolution with their professors in the event of missed quizzes, exams and assignments. These arrangements do not relieve student-athletes from submitting all assignments on time without faculty approval.
3. In case of conflicts, the faculty member will approve a reasonable resolution. These should neither penalize the student-athletes nor unfairly advantage or disadvantage him/her relative to other students. In the case of missed quizzes or exams, a faculty member may choose to have the quiz or exam administered and proctored through the athletic department.
4. Faculty should take into consideration the schedules of student-athletes when scheduling graded activities that are in addition to those already listed on the syllabus.
5. If in the judgment of a faculty member, at the beginning of the quarter, the number of *projected missed classes* would jeopardize the student-athlete's successful completion of the course, the faculty member may recommend that the student-athlete enroll in another course where fewer scheduling conflicts would occur. It is expected that the faculty member and the student make a sincere effort to resolve conflicts concerning coursework and class expectations. This is especially the case if this course is a graduation requirement.
6. If a student-athlete is advised to select another course, he/she may ask for assistance from the Assistant Athletic Director or Academic Advisor in order to find a course that will incur fewer conflicts.
7. In the event that there is a conflict between missed class dates and core academic activities which cannot be avoided or resolved, the student-athlete shall immediately

contact the Assistant Athletic Director, Academic Advisor, and/or Faculty Athletics Representative.

*Throughout the academic year*

1. NCAA bylaws mandate that no student-athlete shall miss a class to attend a practice session.
2. Exceptions to any of the above policies for special tournaments and competitions, including championship play, *must* be approved by the Faculty Athletics Representative and Provost.
3. Student-athletes who have reason to question the equitable implementation of this policy should bring this matter to the attention of the Faculty Athletics Representative.
4. In the event a student-athlete misses class due to an extended illness, injury or emergency, the Assistant Athletics Director will notify the student-athletes faculty members of these circumstances and the likelihood of additional class absences; however, the student-athlete is responsible for following up with each professor to arrange for completing make-up work.
5. Faculty members should not excuse a student-athlete in the case of unauthorized absences.

Questions about the application of this policy may be directed to the Faculty Athletics Representative.