

## **PCA MISSED CLASS DAYS POLICY**

The PCA seeks to minimize the disruption of student-athletes' academic responsibilities caused by schedules of competition. Thus, the Academic Achievement Subcommittee's recommendations regarding class attendance shall be guided by a policy, supported by the Athletics Department, which follows these principles:

- A. During the regular season sports schedule, a student-athlete may miss no more than eight class days per semester due to the scheduling of athletic events. If travel commences prior to 12:00 noon, it constitutes 1 class day missed; if travel commences between noon and 3:00 pm it constitutes ½ day missed; travel commencing after 3:00 pm does not count as missed class time. Teams who return on a class day between 8 am and noon will be assessed ½ day missed; teams who return on a class day after 12:00 noon will be assessed one (1) day missed. Big Ten and NCAA championships and NCAA-approved postseason events do not count in the regular season sports schedule.
- B. No competitions either on-campus or off-campus, other than those scheduled by the Big Ten Conference or the NCAA, may be scheduled during the weekend (Saturday/Sunday) prior to final examinations or the week of final examinations. Exceptions may be granted for competitions on the weekend prior to finals week. These will be approved by the Faculty Athletics Representative and the Chair of the PCA Academic Achievement Subcommittee.
- C. Travel for competition the week prior to final examinations shall be kept to a minimum.
- D. Student-athletes who compete as individuals will be evaluated separately to determine compliance with the Missed Class Days Policy.

### **Guidelines for Requesting and Approving an Exception to the PCA Missed Class Days Policy**

PCA policy limits student-athlete absences during the regular season sports schedule to no more than eight missed class days per semester. The following guidelines were adopted by PCA on May 1, 2014 to facilitate administrative implementation on the Missed Class Days Policy:

1. To be approved by PCA, all teams' competitive schedules must be prepared in full compliance with the eight Missed Class Days Policy.
2. The administrative officials designated in these guidelines may grant permission to exceed the eight missed class days limit in cases of exceptional circumstances.
3. Decisions to grant exceptions will be made on a case-by-case basis.
4. Prior to requesting an exception, all other avenues for complying with the Missed Class Days limit should be exhausted. If compliance with the eight-day limit is not reasonably possible due to exceptional circumstances, an exception may be granted, subject to the following considerations:
  - a. Exceptions may be granted to individual student-athletes or to an entire team.

- b. Ordinarily, no more than one exception (team or individual) to the eight Missed Class Days Policy per semester will be approved. Exceptions may be approved for one or two days.
  - c. Student-athletes who are considered at risk for academic failure will not be permitted an exception. This determination will be made by the staff in Student-Athlete Academic Services.
  - d. The rigor of classes that will be missed and class times in relation to the student's daily schedule will be reviewed.
  - e. If an exception is granted after the opening of classes, the student-athlete's instructors must be informed.
  - f. Other considerations that may be taken into account:
    - i. Student-athlete's prior absences from class owing to illness, injury, unexcused absences, or emergencies;
    - ii. Student-athlete's demonstrated commitment to conscientious academic effort;
    - iii. Frequency of meetings of classes that will be missed, e.g. class that meets only once per week; and
    - iv. Circumstances beyond the team's control arising after schedules have been finalized, e.g. changes required by the Big Ten, weather disruptions of scheduled competitions, airline reservation cancellations or modifications, and airline seat availability, etc.
5. Process for requesting an exception: The Head Coach, in consultation with the Sports Administrator, should submit a request for an exception from the eight missed class days limit to the Deputy Director of Athletics, who—with the Director of Student-Athlete Academic Services—will review the student-athlete's academic status and performance. Following a favorable review, the Deputy Director of Athletics will consult with the Faculty Athletic Representative(s) and the Chair of the PCA Academic Achievement Subcommittee for their approval or denial of the exception requested.

[APPROVED BY PCA, MAY 1, 2014; Approved by President, May 5, 2014]