Dear School Administrator,

Our daughters, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , will be competing at \_\_(name of competition)\_\_\_\_\_ in \_\_(city/state)\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The competition will be held on \_\_\_(dates)\_\_\_\_\_\_\_\_\_.

As you know, sportsmanship, scholarship, physical development and integrity are promoted and developed through interscholastic sports and equestrian is the sport our daughters have chosen to pursue at a high level of competition.

The purpose of this letter is to request your support for our student athlete \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. We are asking you to partner with us to lay out a plan for academic and athletic success. We are committed to excellence and commitment in the classroom, as well as the athletic arena.

Training and travel to competitions will challenge their schedules and it is our hope, that through proper encouragement, communication, and planning, they will continue to advance academically, as well as athletically.

Competitions are an important evaluation of their skills and also allow them to be seen by college recruiters. We feel strongly that competing with horses teaches the real-world values of time management, hard work, and commitment and it is our agreement with \_\_\_\_\_\_\_\_\_\_\_ that we will support their sport and passion if they remain committed to their academics.

As you are probably aware, student athletes are among the most successful academically of all students. We dislike interfering with school, however this is an opportunity to compete with athletes from across the country and is an excellent learning and growing experience.

\_\_\_\_\_\_\_\_\_\_\_ will need to be absent from the classroom on \_\_(dates)\_\_\_\_\_\_\_\_. We are very proud of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_’s achievements and hope you recognize this outstanding accomplishment and excuse the absence. We sincerely appreciate your partnership and support.

**Student Athlete Commitment**

I will provide all of my teachers with advance notice of dates that I will need to be absent from the classroom.

I will talk with each teacher about a plan to keep up with classwork.

Upon return, I commit to handing in schoolwork and taking exams within a timeline agreed upon with each teacher.

When possible, I will utilize technology such as email, Google documents, scanning, etc. to submit homework and/or provide updates to my teacher(s).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Parent Teacher/Administrator