****

**INTERCOLLEGIATE ATHLETICS PROGRAM**

**COMMITMENT VERIFICATION & ACADEMIC ACCOMODATION REQUEST**

(Date)

(Prof name)

(Prof email)

Dear (prof name),

I am confirming that (student first and last name) (student number) is a member of the Carleton University (team name) Team and that they have an intercollegiate athletic program commitment that conflicts with (class) scheduled for (conflicting dates).

We kindly ask for your consideration to provide (student first name) the opportunity to participate in this upcoming competition and to satisfy the academic conflict in accordance with your instructions.

If you require any additional information or details, please contact the clubs coordinator at [Ravensclubs@CUNET.CARLETON.CA](mailto:Ravensclubs@CUNET.CARLETON.CA) .

Sincerely,

Competitive Club Coordinator

Carleton University Ravens