When a student-athlete submits a drama ticket request form, academic counselors will receive an email notification.

Academic Counselors must attach a copy of the course syllabus and digitally sign (see Figure 1.1).

Drama ticket requests are sent to the Assistant Director of Compliance – Financial Aid via Teamworks.

Once the Assistant Director of Compliance – Financial Aid has approved and digitally sign requested forms, ASPSA Office Manager will collate the approvals into one document.

ASPSA Office Manager will send requests to Playmakers and Carolina Performing Arts for ordering.

ASPSA Office Manager will distribute Playmaker tickets to Academic Counselors for student-athlete pick up.

For Carolina Performing Arts, ASPSA Office Manager will notify Academic Counselors when student-athlete tickets are ready for pick up at box office.

Understand the following:

- When a student-athlete drops or withdraws from a course requiring or recommending a play, they must return any unused tickets to academic counselor or will be charged.
- Once student-athletes receive their tickets they can exchange up to 24 hours prior to the show requested. This is for Playmakers and Carolina Performing Arts.

Figure 1.1
Drama Ticket Request Form

TO BE COMPLETED BY ASPSA COUNSELOR/STAFF AND COMPLIANCE:

Counselor/Staff Member Name: __________________________

Approve ticket request: ___ Yes ___ No

Comments: ____________________________________________

By signing below, you have verified the student-athlete’s course enrollment listed above, reviewed the attached documentation and the student-athlete is an athletic book scholarship recipient (see book list).

ASPSA Staff Signature: __________________________ Date: _____________