

CLASS ATTENDANCE

PURPOSE

To define the University's position on class attendance.

POLICY

1. The student classroom attendance regulations shall be determined individually by each member of the faculty who is responsible and accountable for stating these regulations clearly in writing at the beginning of each course of instruction. Students are expected to attend all classes from the beginning of the semester. Students who miss the equivalent of the entire first week's classes in a course may be refused admission to that course by the instructor.
2. If students anticipate missing the first week of classes, they should make prior arrangements through the Student Administrative Services Center.
3. Appeals regarding this policy should be directed to the Office of Academic Affairs.

REVIEW

This policy will be reviewed annually by the Vice President for Academic Affairs.