CLASS ATTENDANCE

Students are expected to attend all of their scheduled courses. The college reserves the right at any time to address individual cases of non-attendance. Each instructor determines the effect of absences upon grades. Instructors will include the attendance policy in their course syllabus.

Arranging to make-up work missed because of legitimate class absence is the responsibility of the student. In general, reasons that may be accepted for absence from class include: illness, serious family emergency, special curricular requirements (e.g., field trips, professional conferences), military obligations, severe weather conditions, religious holidays, and participation in official college-sponsored activities.

Absences from course for court-imposed legal obligations (e.g., jury duty or subpoena) must be excused. The student may offer other sound reasons for consideration. At the instructor’s discretion, written documentation sustaining the reason for an absence may be requested.

In the event a particular course has a waiting list, a student may be withdrawn for non-attendance.