

ATTENDANCE

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ATTENDANCE Students are expected to attend all lectures and laboratory periods, and an accurate record of each student's class attendance is kept by each instructor for the duration of the course.

Any student who misses 10 percent of the total clock hours of instruction (or an equivalent measure for online or hybrid classes), not excused by the instructor, may be denied credit for the course. *NOTE: An excused absence will not factor against a student's attendance record in any class. An example of an officially excused absence is pre-approved participation in a school-sponsored activity. However, even when an absence is excused, the student is still responsible for any material covered in class during the time missed.*

Students are expected to report to class on time. At the discretion of the instructor, tardiness may be treated the same as an absence.

Courses or programs with special attendance requirements mandated by local, state or national accrediting or professional agencies will observe the agency attendance requirements which affect student certification, registry or licensure, as well as those of the College. All special attendance requirements must be approved in writing by the Vice President of Instruction.

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