

# ATTENDANCE

---

All registered students are expected to attend classes regularly. Attendance is critical for individual student success and class participation that cannot be recreated outside the classroom.

Class attendance on the first scheduled day of a semester is especially important. If a student cannot attend the first class, the student should contact the course instructor before missing the class, or on the day of the class. If, after missing the first class, a student does not attend the second class meeting, the instructor has the right to have the student removed from the class roster during the add/drop period.

Faculty must obtain approval from the dean's office about withdrawal for non-attendance after the add/drop period. No withdrawals may occur after the 10th week of the semester.