

Class Attendance Policy

Date Effective: Fall, 2014
Issued By: Faculty Senate
Contact: Registrar's Office, 814-393-2229

Purpose:

This policy is to describe class attendance for students.

Policy:

Clarion University of Pennsylvania regards student participation in class as essential to the learning process. Therefore, regular classroom attendance is required of all students. Faculty members determine the absence policies for their own classes, except that participation in university sanctioned activities or active military service will be excused and the student will be given reasonable assistance when class work is missed.

It is understood that absence does not excuse the student from course work and the responsibility to complete assignments on time. If a student knows a class must be missed, the instructor should be notified in advance and arrangements made to complete the work. The instructor is not required to give make-up examinations or accept class work missed as a result of an unexcused absence.

In the event of an unexpected prolonged absence such as a serious illness or military deployment, the Office of the Registrar should be notified as soon as possible so instructors can be informed of the reason for a student's absence. This information is provided to faculty as a courtesy and does not, in and of itself, constitute a valid excuse for the student's absence from class. A valid excuse will be granted to a student for military deployment following receipt of a copy of the military orders from the student's military command.