

Natural Sciences Attendance Policy

2/21/2024

For Instructors:

Instructors teaching Natural Sciences courses, regardless of the class format (in-person, synchronous online, asynchronous online, or hybrid), must have an attendance policy described in their syllabus at the beginning of every semester. They must keep records of students who do not attend classes, which can be used for multiple purposes, such as Verification of Enrollment (VOE), Medical Leave of Absence (MLA), and Grade Appeal.

For Students:

It is strongly recommended that students attend all scheduled classes and labs and be responsible for missed work. Failure to attend classes is likely to have a negative impact on your grade and decrease your mastery of the course material.

In Person and Online Synchronous Courses:

Class meetings are the main opportunity to create knowledge together and practice the skills you are learning throughout the semester. Arriving in class on time and well-prepared is crucial for learning. If you must miss class, you are responsible for the material covered and should inform the instructor well in advance.

It is expected that students will take their exams at the scheduled time, and no make-up exams will be given. In case of a personal or medical emergency, please contact your instructor right away to request an exception. These requests will be reviewed case by case.

Online Asynchronous Classes:

These courses will be conducted entirely online, and there will be no set class meeting times. However, you are expected to actively participate and engage with your instructor and peers throughout the semester to be successful in the course. As such, students must complete all assignments by the due date and participate actively in class activities. Many of the assignments are open for multiple days, so it is your responsibility to complete the work early if you plan to travel or participate in national holidays, religious observances, or approved University activities. Contact your instructor immediately if you need to request an exception due to a personal or medical emergency. Such requests will be considered on a case-by-case basis.

*Attendance is based on completing assignments by due dates and/or interactions with instructors.